

The outline of the description of the study program is used for the processing of Annex 2 of the application for granting the accreditation of the study program.

Description of the study program – Mgr. European Joint Master of Social Work with Children and Youth¹

Name of the university: Catholic University in Ružomberok
Headquarters of the university: Hrabovská cesta 1A, 034 01 Ružomberok
University identification number:
Faculty name: Faculty of Education
Faculty seat: Hrabovská cesta 1, 034 01 Ružomberok

Institution of the higher education institution for approving the study program: **Quality Council CU**

Date of approval of the study program or modification of the study program: **29. 06. 2022**

Date of other changes ²to the study program description: **20. 01. 2024**

Link to the results of the other periodic evaluation of the study program by the university: [Evaluation of the SP within a timeframe corresponding to its standard length of study 2024](#)

Link to the evaluation report for the application for accreditation of the study program according to § 30 of Act no. 269/2018 Coll. ³:
https://is.saavs.sk/attachments/download/34805/hondoniaca_sprava-13379.pdf

1. Basic data about the study program

1.1 Name of the study program and number according to the register of study programs.

European Joint Master of Social Work with Children and Youth

1.2 Degree of higher education and ISCED-F code of level of education.

The second, 767

1.3 Place/s of conducting the study program.

The seat of the faculty

1.4 Name and number of the field of study in which a higher education is obtained by completing the study program, or a combination of two fields of study in which a higher education is obtained by completing the study program, ISCED-F codes of the field/fields ⁴.

33. Social work, 7761. ISCED 7 (ISCED 2011 767) ISCED-F 0923 Social work and counseling

1.5 Type of study program: academically oriented, professionally oriented; translator, translator combination (with indication of approvals); teaching, teaching combined study program (with indication of approvals); artistic, engineering, doctoral, preparation for performing a regulated profession, joint study program, interdisciplinary studies.

Joint study program

1.6 Awarded academic title.

Master's degree

1.7 Form of study ⁵.

fulltime

1.8 In the case of joint study programs, cooperating universities, and the definition of which study obligations a student fulfills at which university (Section 54a of the Act on Universities).

Names of cooperating universities

- 1. Mykolas Romeris University, Vilnius, Lithuania*
- 2. Riga Stradins University, Riga, Latvia*
- 3. Catholic University of Ružomberok, Ružomberok, Slovakia*
- 4. University Institute Lisbon, Lisbon, Portugal*

<https://eswochy.eu/consortium/>

Each of the 4 semesters of study is implemented at a different partner university according to the established order. The division of study obligations according to partner institutions of the consortium is presented in the section structure and content of the study program.

¹The university will process the description of the study program as an attachment to the application for the accreditation of the study program.

- When submitting an application according to § 30 par. 1 of Act no. 269/2018 Coll. in the description, the university will only state the data available at the time of the application.

- After granting accreditation (or internal approval of the study program by the university's study program approval body with the rights to create programs in the field and degree), the university will permanently make the description of the study program available to interested parties.

- The university freely chooses the form of processing, visualization and publication of the description, suitable for students, teachers and processors.

- In individual parts of the description, the university may refer to another internal document that sufficiently describes the relevant area and is publicly accessible.

- In the individual parts of the description, the university may refer to a place in the information system that contains relevant current information.

The university will ensure that the description is up-to-date (if the change in the description has the character of modifying the study program and the change is carried out in accordance with § 30 paragraph 9 of Act No. 269/2018 Coll., the change will be made and published only after approval by the agency).

²If the change is not an adjustment of the study program according to § 30 of Act no. 269/2018 Coll

³It is stated only if the accreditation of the study program was granted according to § 30 of Act no. 269/2018 Coll

⁴According to the International Standard Classification of Education. Departments of education and practice 2013.

⁵According to § 60 of Act no. 131/2002 Coll. about universities.

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1.9 The language or languages in which the study program takes place ⁶.
English

1.10 Standard length of study expressed in academic years.
2 years

1.11 Capacity of the study program (planned number of students), actual number of applicants and number of students.
Planned number: 15 – 24/ 1 academic year.

2. Graduate profile and educational goals

Graduate profile

The study program European Joint Master of Social Work with Children and Youth (ESWOCHY) aims to shape the professionalism and professional profile of students who will practice the profession of social workers in various areas of their application.

The aim of the program is to prepare highly qualified experts for the position of leaders in the field of international, intercultural, and comparative social work with children and youth. ESWOCHY students will have an educational and experiential foundation combining social work theories, social sciences, European and local knowledge, comparative international research, policy development and the latest knowledge on the use of ICT in the practice of social work with children and youth. These specialists will be able to promote the empowerment and support of children and young people based on the principles of social justice, human rights, responsibility, and respect for diversity.

Potential employers:

Labor, Social Affairs and Family Offices,

Centers for children and families,

Counseling and prevention centers,

Public administration, local government,

Public and non-public provider of social services,

He can practice independently based on a permit for the independent practice of a social worker, if social work is performed as an independent practice,

It is also assumed that the graduate will be employable at equivalent and similar employers in the countries of the European Union.

Knowledge

The graduate has extensive knowledge of theories, methods, and forms of social work in direct contact with client groups of social work and theoretical concepts of social policy in the European Union at the evaluation level. Knows the characteristic and specific features of child and youth client groups of social work and she/he masters the methodology and statistics of research in social work. He has knowledge in the field of supervision, management, and projecting in social work. Can recommend an up-to-date approach to solving problems in social work practice and research and take a position on activities and processes carried out in social work. He has knowledge at the European level about interactive methods of working with children and youth, in career counseling for children and youth.

Skills

The graduate is able to search for, address, motivate cooperation and independently assess the life situation of the client/clients with regard to the specifics and needs of the relevant group of children, families and youth and determine the degree of social risk of his/her life situation, plan, choose and use an adequate work methodology for their intervention professional activity and to evaluate the effectiveness of the assistance provided. Can formulate recommendations, procedures for solving social problems and propose and implement projects to solve them. Can identify the importance of theoretical concepts of social policy for the professional performance of social work. He can plan and implement research in social work and use supervision as a tool for his professional development. Can implement intercultural mediation in social work and intercultural communication with children and youth. Has the digital skills necessary for remote social work.

Competences

The graduate can perform social counseling, social rehabilitation, crisis intervention, social assessment activities, social work with an individual, social work with a family, social work with a group and social work with the community. He is ready to represent and promote the interests of vulnerable groups. Has professional communication and management skills to perform managerial functions. Acts ethically when performing social work. He can lead work teams, coordinate, and manage activities in the field of social services, social and legal protection of children and social guardianship, compensation for severe disabilities, state social support, assistance in material need and employment services, and strengthen inter-professional and inter-professional cooperation. Critically reflects experiences from professional practice. He has innovative thinking and is ready to professionally present the results of his own analysis and study to a pre-specialist audience, including in a foreign (English) language. He controls the socio-cultural strengthening of various children and youth groups.

⁶The languages in which all educational outcomes are achieved, all related subjects of the study program and the state exam are taken are understood. The university will separately provide information on the possibility of studying partial parts/subjects in other languages in section 4 of the description.

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Educational goals of the study program

The given study program is in accordance with the mission of the KU and the Long-Term Plan of the PF KU. The mission of the Catholic University in Ružomberok, as a public university with a confessional character, is to carry out its activities in social sciences, among other areas. The study field of social work fulfills the mission of the Catholic University with its activities, education, and scientific activities. The goal of the joint European master's program ESWOCHY is the preparation of highly qualified experts for the position of leaders in the field of international, intercultural, and comparative social work with children and youth. Students will acquire an educational and experiential basis that combines theories of social work, social sciences, European and local knowledge, comparative international research, policy development and the latest knowledge on the use of ICT in the practice of social work with children and youth. These specialists will be able to promote the empowerment and liberation of children and young people based on the principles of social justice, human rights, responsibility, and respect for diversity.

ESWOCHY states its objectives as follows:

Develop students' ability to control information, integrate theoretical knowledge and practical experience from social work with children and youth.

Develop students' analytical knowledge and competences in conducting comparative research and implementing the results in the practice of social work with children and youth.

To enable students to take leadership, initiate entrepreneurship, management, and digital competences in the provision of services for children and youth in the context of cultural understanding.

To enable students to analyze policy documents systematically and critically, to be proactive and to support innovation in ensuring the well-being of children and youth.

To enable students to plan their personal education and career process, to strive for personal and professional growth by continuously building their knowledge and skills in order to provide children and youth with the most up-to-date, favorable and culturally appropriate services.

Application of a graduate

SK ISCO 08 code 344001 Director of the facility for social protection of children and social guardianship and social services (except social services for seniors),

SK ISCO 08 code 1344999 Manager (manager) in the field of social care not specified elsewhere,

SK ISCO 08 code 2635 Specialist in social work and counseling,

SK ISCO 08 code 2635001 Social worker,

SK ISCO 08 code 2635003 Specialist in the implementation of social and legal protection measures for children,

SK ISCO 08 code 2635005 Specialist in social guardianship for children,

SK ISCO 08 code 2635006 Specialist in mediating substitute family care,

SK ISCO 08 code 2635008 Methodology in the field of social care,

SK ISCO 08 code 2635009 Assessment social worker,

SK ISCO 08 code 2635010 Specialist in social protection of children and social services,

SK ISCO 08 code 2635011 Specialist for marginalized population groups,

SK ISCO 08 code 2635012 Local government specialist for social services,

SK ISCO 08 code 2635999 Specialist in the field of social work and counseling not specified elsewhere,

SK ISCO 08 code 3253999 Field social and health worker not specified elsewhere.

and equivalent and related professions/occupations in EU countries.

A social worker is an independent specialist who possesses knowledge and skills in the field of social prevention and intervention, in the field of managing social clients and social processes. As part of his independent professional activity, he performs social prevention and intervention with individuals, groups and communities. As part of his professional intervention, he has a wide arsenal of methods and techniques of social work, which he eruditely applies in the framework of social prevention, social counseling, social rehabilitation, and crisis intervention. After training, he can perform social assessment activities. The social worker cooperates with the social work assistant and coordinates the processes of finding and motivating clients, assesses the living situation of clients, can determine the degree of danger to the child and his family, manages the admission and adaptation processes of clients to various social programs and participates in ensuring the provision of comprehensive care. Manages and coordinates the activities of individual social cases, social groups and communities. participates in the creation and implementation of local and municipal social policies. In the presented study program, it is about supplementing the European context and specializing in the client group of children and youth.

The potential of the study program creates conditions:

- 1. for the segmentation of qualifications into qualification units enabling more flexible acquisition of qualifications,*
- 2. for a clearer acquisition of cognitive abilities about the trajectories of their potential professional development,*
- 3. for a more flexible (narrowly and broadly focused) creation of educational programs, using domestic and foreign experience included in manuals of assessment standards,*
- 4. to facilitate the entry of graduates into employment, but also during the development of human resources within practice facilities,*
- 5. for greater transparency of qualifications acquired in Slovakia and to simplify their recognition in the EU,*
- 6. for extensive, specialized, factual and theoretical knowledge in the social field and awareness of the limits of this knowledge,*

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7. for the development of cognitive and practical skills required to develop creative solutions to abstract problems.

8 entities from the social sphere gave their consent to the international joint program (two entities from Lithuania, two entities from Latvia, two entities from Slovakia and two entities from Portugal). The following institutions were from Slovakia:

- Center for children and families Ružomberok,*
- Pedagogical-psychological counseling and prevention center Nosko Health Prevention, Ružomberok.*

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Matrix of educational goals and outcomes of the study program
[Matrix of educational goals and outcomes of the study program](#)

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3. Structure and content of the study program⁷

In the international context, we were based on the structure of the application and annexes to the Erasmus Mundus call Joint Master Degrees.

Study plan

The program lasts 2 years (120 ECTS). The volume of students' work in one year is 60 ECTS and in one semester is 30 ECTS.

Each semester begins with one-day introductory activities: welcome meeting, administrative matters, introduction to the university's electronic resources that students will use throughout the program, as well as to the Moodle system, a tour of the library and the university's surroundings. Each partner has a person responsible for research (methodology) and practice (practice coordinator).

Semester 1, MRU, Lithuania: The first semester begins with a one-day ice melting / team building. Information seminars "Procedure of study at MRU" and "Academic ethics and academic writing at Mykolas University" will be organized Romeris. After the introductory day, ESWOCHY courses of the 1st semester begin: Theories of social work, Professional development and supervision in social work (including field visits), Methodology of social research, Comparative European social policy for children and youth, Diploma thesis. Field visits are complemented by the course Professional development and supervision in social work.

Semester 2, RSU, Latvia: The semester begins with one-day introductory activities. After the first day, ESWOCHY courses of the 2nd semester begin: Innovative approach to management and leadership in social work, Interactive methods of working with children and youth (including field visits), Social work with the family (including field visits), Diploma thesis seminar and 1 course from the list of optional subjects (Behavior of children and youth according to bio-psycho-social aspects, Career counseling for children and youth, Intercultural mediation). Field visits complement the courses Interactive methods of working with children and youth, Social work with the family.

Semester 3, KU, Slovakia: The semester begins with one-day introductory activities. After the opening day, ESWOCHY courses of the 3rd semester begin: Digital social work with children and youth, Intercultural communication of children and youth, Socio-cultural strengthening of various youth groups, Development and evaluation of social projects, Scientific research practice and diploma thesis.

Semester 4, ISCTE, Portugal: The semester begins with one-day introductory activities. Then the intensive workshop for the master's thesis begins. At the end of the 4th semester, the master's theses defense is organized - the state final exam.

The appointment of the coordinating teachers of the courses can be changed by the decision of the administrative board, but no later than three months before the start of the implementation of the new study.

Contents study fee of the ESWOCHY program

Full-time study

Study plan Mgr. European Joint Master of Social Work with Children and Youth

1st year		
1ST SEMESTER		
MYKOLAS ROMERIS UNIVERSITY (Lithuania)		
All of them mentioned subjects They are mandatory.		
Title of Study Course EN	ECTS credits	Profile subject
Social Work Theories	6	Yes
Social Research Methodology	6	Yes
Professional Development and Supervision in Social Work	6	Yes
Comparative European Social Policy for Children and Youth	6	Yes
Master Thesis	6	Yes

2. SEMESTER		
RIGA STRADIN S UNIVERSITY (Latvia)		
Title of Study Course EN	ECTS credits	Profile subject
Interactive Methods Working with Children and Youth	6	Yes
Innovative Approach to Management and Leadership in Social Work	6	Yes
Social Work with Family	6	Yes
Master Thesis	6	Yes
Mandatory optional subjects (PVP) – student are u chooses at least one		
Children and Youth Behaviors by Bio-psycho-social Aspects	6	
Children and Youth Career Guidance	6	
Cross-Cultural Mediation in Social Work	6	

⁷Selected characteristics of the content of the study program can be listed directly in the Course Information Sheets or supplemented with information from the Course Information Sheets.

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2nd year		
3. SEMESTER		
CATHOLIC UNIVERSITY IN RUŽOMBERK (Slovakia)		
All of the mentioned subjects are mandatory.		
Title of Study Course EN	ECTS credits	Profile subject
Digital Social Work with Children and Youth	6	Yes
Development and Evaluation of Social Projects	6	Yes
Children and youth intercultural communication	6	Yes
Socio-Cultural Empowerment of Different Children and Youth Groups	6	Yes
Scientific Research Practice and Master Thesis	6	Yes

4TH SEMESTER		
UNIVERSITY INSTITUTE OF LISBON (Portugal)		
All mentioned subjects are mandatory .		
Title of Study Course EN	ECTS credits	Profile subject
Master Thesis Project (workshop)	3	Yes
Master Thesis	27	Yes
Structure study fee program from the point of view credits		
Total count credits necessary on the properly termination study		120
Count credits for compulsory subjects which is necessary _ gain on the properly termination study		114
Count credits for mandatory optional subjects		MIN: 6 MAX: 18
Count defense credits thesis		27

Student mobility

Compulsory mobility: The curriculum of the program includes three compulsory mobilities according to the mobility scheme (from Lithuania to Latvia, Slovakia and Portugal). Each compulsory mobility has its own curriculum. In the curricula, the targeted learning outcomes for each pathway are established in accordance with the teaching and assessment methods used. Each semester begins with one-day introductory activities: welcome meeting, administrative matters, introduction to the university's electronic resources that students will use throughout the program, as well as to the Moodle system (or other platform), a tour of the library and other parts of the university. Universities. The list of compulsory and optional courses within each compulsory mobility is published on the program's website.

<https://eswochy.eu/structure-curriculum/>

Grading and graduation requirements

Transcripts of records

The partner formally and fully recognizes the subjects offered within the program, the evaluation of learning outcomes and the credits awarded by other partners. Each university undertakes to maintain and share with partner universities relevant records (documents, grade and credit transcripts, attendance records, student career and employability information, etc.) of students participating in a program at their university. Partners receive European Credit Accumulation and Transfer System (ECTS) credits and a scale to facilitate the transfer of credits and grades after exams. At the end of each semester, each partner will issue a GDPR-compliant English-language ECTS transcript for all program students hosted at their university. Communication will be ensured by the MRU coordinator / academic office in the following way: the local administrative coordinator (or other responsible person) will send the transcripts (1) to the local administrative coordinator (or responsible person) of the institution to which the student is transferring in the following semester (if relevant) and (2)) to the ESWOCHY administrative coordinator (or other responsible person), to be recorded in the general student monitoring database.

Master's thesis

During the duration of the program, each student is required to prepare a diploma (master's) thesis and defend it publicly. An academic supervisor/supervisor is assigned to each student according to the chosen thesis topic. The topics of theses will be published on the Program's website. All partners offer thesis topics (minimum 3 topics per partner). The thesis defense committee consists of at least 1 representative from each university of the consortium and 1 social partner. The partners will jointly prepare the formal requirements for the diploma thesis "Guide to the preparation and defense of the final diploma thesis" and will publish it on the website of the Program. Students choose the topic of the Master's thesis and the supervisor during the first semester of their studies (in Lithuania)

Scientific research practice

Each ESWOCHY student completes a scientific research internship of 6 ECTS. The practice is supervised by a professional social worker employed in the organization where the practice/internship takes place. Students can choose an internship from a prepared list of social partners offered by the universities of the consortium, in some cases they can search for a placement themselves, agree in their own country, in partner countries of the consortium and in EU member states, other European or non-European countries. Students must coordinate the suitability of the internship/practice with the coordinating teacher. Consortium partners have appropriate practices for students. It is organized in accordance with internal regulations for students. An introductory lecture and seminars on scientific research practice are organized before the internship. Students are familiar with practice tasks, methodological recommendations for practice, location selection, internship documents (agreement on training students on internship; feedback form for supervisors), evaluation criteria. During seminars, students present a research project that they will implement in practice. The internship leaders of the Consortium partners are responsible for the organization and coordination of student internships. Before the internship, the student internship contract is signed by the student, the legal representative

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of the organization and the dean of the faculty and is entered in the register of internship contracts of the university. During the internship, students are supervised by supervisors at the university and at the internship. Scientific research practice and thesis are closely related and involve related tasks: students are required to conduct pilot research, collect empirical data and/or search for additional relevant data and information for their dissertation. In addition, students will prepare a research report, present results, and discuss proposals at an internal institution. At the end of the internship, students will submit a research report and reflect on the experiences gained during the workshop. Students usually carry out their internship during the third semester, when they study at the Catholic University in Ružomberok.

Additional requirements

Students who are admitted to the program and have an education other than social work are required to complete bridging courses during the first academic year after entering the program:

- (a) Theory and practice of social work,
- (b) Methodology of social work.

Termination of the program

The degree is awarded to students if:

- (1) have accumulated 120 ECTS within the program,
- (2) completed four semesters of the program,
- (3) performed compulsory mobility,
- (4) completed an internship/internship and
- (5) successfully completed the thesis defense.

Correction dates

Regarding the examinations, they are held in accordance with the local regulations of the respective university and the common rules approved by the governing board. The unification of decisions, especially in case of problems, is conducted through video conferences between the consortium partners.

Partner universities and program coordinators

Mykolas Romeris University , Vilnius, Lithuania,

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Program coordinator Jorge Ferreira : jorge.manuel.ferreira@iscte-iul.pt

Study program website: <https://eswochy.eu>

Conditions for proper completion of studies

The study will properly end with the completion of the study according to the relevant study program (§65 paragraph 1 of the Act on Higher Education). The requirements for the proper completion of studies are regulated by the Study Regulations of the Catholic University in Ružomberok and the Directive of the Dean of the PF KU on the completion of studies. The student has properly completed his studies according to the relevant study program of the first and second degree, if:

- successfully completed all the prescribed study obligations of the given study program and obtained the specified number of credits in the prescribed composition (120 credits in the master's study),
- prepared a final thesis of appropriate scope and difficulty and successfully defended it,
- successfully passed the state exam or state exams prescribed by the study program, including the defense of the final thesis.

The composition of the examination commissions for conducting state examinations is determined by the persons authorized to examine according to § 63 par. 3 of Act No. 131/2002 Coll. on universities as amended by the dean of the faculty. The commission for state examinations

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in master's study programs has at least four members and is appointed by the dean of the faculty on the proposal of the guarantor of the study program. Only university teachers working as professors and associate professors and other experts approved by the Scientific Council of the Faculty have the right to take the state exam. Prominent experts in the given field of study from other universities, from legal entities carrying out research and development in the territory of the Slovak Republic or from practice are usually included in the examination commissions for conducting state examinations. At least two members of the examination committee for state examinations are university teachers working as professors or docents; at least one member of the examination committee for state examinations is a university teacher working as a professor.

The state examination is conducted in front of the examination committee on dates determined by the dean and published at least 2 months before their performance. The condition for participation in the state exam is the successful completion of all prescribed study obligations of the study program.

In this study program, the defense of the diploma thesis, which forms the state exam, takes place at the Portuguese partner university according to their rules.

In accordance with the Study Regulations of the KU, a recommended study plan is determined, which is compiled in such a way that by completing it, the student meets the conditions for successfully completing the standard-length study, including the completion of professional practice, if it is part of the study program. The recommended study plan contains subjects of such a credit value and of such a nature (compulsory, mandatory optional, elective) that the rules for continuation in the next period of study are met in each part of the study control. A student can only enroll in the subjects intended for the respective degree of study in the respective degree of study.

When acquiring credits, the student must respect the ratio of the division of studies into mandatory, mandatory optional and elective subjects. The study control at the faculty is carried out by the study department after the end of each academic year. In the first year, the study control is carried out after the end of the winter semester examination period.

The rules for interruption of study are governed by the Study Regulations of the KU, Article 18. Interruption of study of the study program is permitted by the dean based on a reasoned request from the student. Interruption of studies in the first year is possible only after the end of the winter semester. Interruption of study refers to a complete part of the study (semester, year). The request for interruption of studies is addressed to the dean of the faculty and submitted to the study department no later than three weeks before the start of the semester. Exceptions in extraordinary and unforeseen cases (e.g. sudden serious health problems) are decided by the dean of the faculty. The decision to suspend studies is delivered to the student personally or by mail. A student can apply in writing to interrupt his studies:

- a) for a maximum of three academic years due to parental leave,*
- b) for a maximum of two academic years due to health or other serious personal reasons (after submitting credible documents),*
- c) for a maximum of one year without giving a reason.*

After the suspension period has expired, the student must appear for re-enrollment. During the suspension of studies, the student does not have the rights and obligations of a student and is not even a member of the academic community.

[Study regulation of KU](#)

[Amendment No. 1 to the Study Regulations of FE CU](#)

Completion of the study program

The degree is not awarded to students unless: they have earned 120 ECTS within the program, completed four semesters of the program, completed mandatory mobility, completed an internship and successfully defended their thesis. The tests are conducted in accordance with the regulations of the respective university and common rules approved by the university partners of the consortium. The unification of decisions, especially in case of problems, is conducted through video conferences between the consortium partners.

The state exam takes place at the end of the 4th semester at the partner university in Lisbon, Portugal.

(1) A student who has registered to take the state exam ceases to be a student of the faculty on the day of taking the last part of the state exam, including the defense of the final thesis.

(2) A university graduate who has passed the state exam is awarded the relevant academic title (Mgr.).

(3) To a graduate of higher education who has taken the state exam, the faculty will issue a joint diploma from all partner universities from the given field of study, study program and academic title, as well as a certificate of the state exam, as well as an addendum to the diploma. Upon request, the faculty will issue a certificate of completed exams to a graduate who has not taken the state final exam.

(4) The certificate of the state examination and the diploma are dated the day of the examination.

Rules for verification of learning outcomes and student evaluation

At each university of the consortium, local marking is used according to its own rules. At the same time, the students' assessment on the A-FX scale is recorded.

The evaluation of the student's study results within the study of a subject at PF KU is carried out mainly by continuous control during the teaching part of the study (control questions, written tests, assignments for independent work, term papers, reports, etc.), an exam for the given period of study or a combination of continuous control and exam.

Specific assessment dates, time and place of exams must be published in the academic information system no later than one week before the start of the exam period in the relevant semester. Exam dates must be in a reasonable number and spread (minimum three dates, one at the beginning, one in the middle and one at the end of the exam period). An exclusively electronic form is used for the publication of exam dates through the academic information system.

In the case of subjects whose assessment includes an exam, the student has the right to one regular and two retake exam dates in a given academic year, if he/she meets the conditions of continuous assessment specified in the subject information sheet and the conditions according to the study regulations of the university and faculty. The student is not entitled to retake or alternative options for meeting the conditions of continuous assessment, if such an option is not specified in the subject information sheet. If the student does not meet the conditions of continuous assessment, the subject has been failed.

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In justified cases, especially if the student has the last exam date left (after re-enrolling in an unsuccessfully completed subject), the student and the examining teacher have the right to request in writing from the dean of the Faculty for a commission exam, no later than a week before the end of the examination period of the given semester. The members of the commission, which has at least 4 members, are appointed by the dean of the Faculty on the proposal of the head of the department that provides the subject. The members of the commission are initially the examining teacher and one of the vice-deans of the Faculty. The exam date will be determined by the Dean of the Faculty.

A student will receive credits for a subject that is assessed with a grade and will successfully complete this subject if his/her results were assessed with one of the classification levels from A to E. A student will receive credits for a subject that is not assessed with a grade if he/she meets the conditions set for successful completion of this subject. If a student registers for multiple exam dates within one subject, the final grade is considered to be the one that was awarded to him/her on the last exam date for which he/she registered.

If students believe that the teacher's assessment was unfair, non-transparent and inconsistent, they can contact the head of the department, the vice-dean for education and training or the dean of the faculty, with the possibility of reviewing the said assessment.

[Study regulation of KU](#)

Conditions for recognition of a study or part of a study

The conditions for recognition of a study or part of a study are regulated by Article 12 of the KU Study Regulations and the Rector's Directive on the recognition of educational documents issued by foreign universities.

Completing part of the study at another university is formally conditional: an application for exchange studies, a study contract and a statement of study results. It is carried out in accordance with § 7 of the Decree of the Ministry of Education and Culture of the Slovak Republic No. 614/2002 Coll. on the study credit system as amended and according to the relevant internal regulation of the university. A student can ask the dean of the faculty where he is enrolled for the recognition of completed subjects, or transfer of credits and grades if the time that has passed since their completion is less than 5 years. Credits obtained for successfully completing a subject in a bachelor's degree cannot be recognized in the master's degree.

[Study regulation of KU](#)

(<https://www.ku.sk/app/cmsFile.php?ID=121&disposition=i>)

List of supervisors of the final theses of the study program for the Slovak partner university of the consortium		
Name and surname, titles	Title of final thesis	Contact
Doc. PhDr. Angela Almašiová, PhD.	Excessive Internet use and social support for adolescents	angela.almasiova@ku.sk
	Burnout syndrome in students of helping professions and its possible predictors	
doc. PhDr. Irena Kamanová, PhD., MHA.	Social services for children with families in selected countries	irena.kamanova@ku.sk
	Early intervention as a form of social services for families with children	
PhDr. Katarína Kohútová, PhD.	Attachment as a predictor of risky behavior in adolescence.	katarina.kohutova@ku.sk
	Specifics of Internet addiction among children and young people in a multi-cultural environment.	
prof. PhDr. Vladimír Labáth, PhD.	The impact of the pandemic on the socialization functions of adolescence	vlado.labath@gmail.com
	Identification patterns of the current generation of adolescents	
Mgr. Daniel Markovič, PhD.	Career management skills for young adults	daniel.markovic@ku.sk
	Digital social work with youth	

The outline of the description of the study program is used for the processing of Annex 2 of the application for granting the accreditation of the study program.

doc. PhDr. Markéta Rusnáková, PhD.	Biopsychosocial assessment of the child/youth in social work	marketa.rusnakova@ku.sk
	Concluding contracts, planning interventions and monitoring progress in social work with children/youth	
PhDr. Lenka Štefáková, PhD.	Competences of the social worker in early intervention	lenka.stefakova@ku.sk
	Social work with a terminally ill child client in hospice care	
prof. PhDr. Martina Mojtoová, PhD.	Specifics of manifestations of risky behavior of children and youth in a multicultural environment	mmojtova@ukf.sk
	Social work with family in local government	

Rules for submitting processing, opposition, defense and evaluation of theses

The mentioned rules are governed by the Study Regulations of the KU, Article 11, Article 15, the Rector's Directive on the requirements of final, rigorous and habilitation theses, their bibliographic registration, control of originality, storage and access at the KU and the [Dean's directive on requirements for qualifying papers and graduation at PF KU](#)

The relevant training center publishes the topics of the final theses in the academic information system by the end of October in the academic information system. The topics of final theses are listed in the academic information system by the supervisor and approved by the head of the relevant department. Students choose the topic of the final thesis no later than the end of the following month after the topics are published.

The student has the right to propose his own topic and supervisor of the final thesis in writing to the relevant training workplace. The relevant training institution can also accept proposals submitted by various organizations and institutions as topics for final theses, if these proposals correspond to the professional and scientific orientation of the training institution. Based on the agreement between the trainer and the student, the assignment of the final thesis is prepared in the academic information system, which is approved by the head of the training workplace through the academic information system.

International and Slovak technical standards (ISO 690) are binding when preparing the final theses at the PF KU in Ružomberok. The diploma thesis must have 50 to 70 standard pages (90,000 to 126,000 characters, including spaces). The formal preparation of final theses, submission of final theses, their structure, collection and making available, as well as the control of their originality, is determined by the [Dean's directive on requirements for qualifying papers and graduation at PF KU](#)

The final work is evaluated by the head of the final work and the opponent. The assessment forms are published in the academic information system, which contain individual detailed criteria for evaluating the final thesis, as well as the evaluation scale. Comments and questions for discussion are part of the evaluation. The trainer also comments on the percentage evaluation of conformity in the CRZP. The student can defend the final thesis only if it is recommended for defense by at least one of the assessors. The defense of the final thesis is carried out in front of the examination committee for conducting state examinations. With the permission of the dean of the faculty, the final thesis may be written and defended in a language other than the official language. Before the defense of the final thesis, the student must attend seminars for the final thesis.

[Study regulation of KU](#)

(<https://www.ku.sk/app/cmsFile.php?ID=124&disposition=i>)

(<https://www.ku.sk/app/cmsSiteBoxAttachment.php?ID=7182&cmsDataID=0>)

In the case of this joint study program, the selection of the topic of the Master's thesis and the supervisor is done by the students based on the rules of Mykolas Romeris University during the 1st semester in Vilnius.

Possibilities and procedures for student mobility

The outline of the program includes three compulsory mobilities. Students will study at a different university of the consortium each semester. Mobility is defined as studying the entire semester and obtaining at least 30 ECTS at a different university than in the previous semester. The mobility scheme is specified in the ESWOCHYP program specifications.

Procedures applicable to students with specific needs

Services for students with special needs are provided by the KU Counseling Center during their studies at PF KU, and procedures related to students with special needs are further regulated by the Rector's Directive on supporting applicants and students with specific needs at KU. KU creates a generally accessible academic environment by creating appropriate study conditions for students with specific needs without reducing the requirements for their academic performance.

KU provides support services to applicants and students with disabilities through the KU Counseling Center, which provides professional access to applicants and students with disabilities. The KU Counseling Center is a workplace of the KU Rectorate, it is in the KU University Library and has a university-wide scope. The KU Counseling Center has a university coordinator for students with specific needs. The mission of the Counseling Center is informational, advisory, organizational, coordinating, and managerial activities aimed at creating an accessible academic

The outline of the description of the study program is used for the processing of Annex 2 of the application for granting the accreditation of the study program.

environment, objectively evaluating the specific needs of students and creating appropriate conditions for students with SEN without reducing the requirements for their academic performance.

The KU Counseling Center has the function of a support center for students with specific needs, which solves tasks related to the support of students with specific needs within the KU, ensures the evaluation of their specific needs when obtaining the status of a student with a disability, granting appropriate adjustments, and determining the scope of support during studies. technical advice for the selection of supporting technologies and others. If necessary, he ensures communication between the student and the relevant KU workplaces.

The KU Counseling Center helps students with specific needs integrate into studies and life at KU and supports their efforts to achieve self-sufficiency and autonomy.

In addition to providing services to applicants and students, the KU Counseling Center provides information, advisory and educational services to pedagogic and non-pedagogical staff of KU, as well as to the wider public.

(http://www.ku.sk/images/dokumenty/smernica_rektora_o_podpore_uch%C3%A1dza%C4%8Dov_o_%C5%A1t%C3%BA-dium_a_%C5%A1tudentov_so_%C5%A1pecif%C3%BDmi_potrebami_na_ku.pdf)

(<https://www.ku.sk/studium-na-katolickej-univerzite/student/poradenske-centrum/sluzby-poradenskeho-centra/sluzby-studentom-so-specifickymi-potrebami-18360/>)

Rules for observing academic ethics and drawing consequences.

Students are guided to the principles of academic ethics. They are introduced to unethical behavior and its consequences (plagiarism) at the final thesis seminar.

Guidelines for observing the principles of academic ethics and drawing consequences are defined in the valid Code of Ethics of the Catholic University in Ružomberok, https://www.ku.sk/images/dokumenty/vp_ku_43_etick%C3%BD_k%C3%B3dex_ku_schv%C3%A1len%C3%BD_as_ku_30.3.2021.pdf

Identification of risks of unethical behavior will be ensured by the activity of the Ethics Commission.

Procedures for submission of initiatives and appeals by the student.

Procedures for submission of proposals by students for Slovak partner universities are regulated by the KU Study Regulations, article 8, point m). The student has the right to submit a complaint to the dean of the relevant faculty or the KU rector and to process it, while receiving, recording, investigating, processing complaints and implementing measures taken for remediation are carried out in accordance with Act no. 9/2010 Z. z. on complaints as amended.

Procedures for submission of initiatives and appeals by students will also be defined at the level of all partners of the consortium. The consortium has an ethics committee and a quality committee.

[Study regulation of KU](#)

4. Information sheets of study program subjects

We present the subject information sheets as Annex 1 of other relevant evidence to the application for accreditation of the relevant study program.

5. The current schedule of the academic year and the current schedule

We present the schedule of the academic year for the Slovak partner university of the consortium.

[Schedule of the academic year](#)

6. Personnel provision of the study program

Personálne zabezpečenie študijného programu – na prednáškach a cvičeniach môžu ako hosťujúci učitelia pôsobiť vyučujúci z partnerských VŠ konzorcia, schválení a vyslaní týmito VŠ.		
Meno a priezvisko, tituly s uvedením funkcie	Kontakt	Prepojenie na centrálny register zamestnancov vysokých škôl
prof. PhDr. Vladimír La-báth, PhD. (until 30. 06. 2025) Staffing adjustment within the process in line with the internal quality assurance system of the Catholic University (CU), new teacher ensuring a profile subject PhDr. Lenka Štefáková, PhD. , univ. doc. from 01. 07. 2025	vlado.la-bath@gmail.com	https://www.por-talvs.sk/reqzam/detail/4887

The outline of the description of the study program is used for the processing of Annex 2 of the application for granting the accreditation of the study program.

(profesor, hlavná zodpovedná osoba za uskutočňovanie, rozvoj a zabezpečenie kvality študijného programu)		
<u>doc. PhDr. Markéta Rusnáková, PhD.</u> (univerzitný profesor, osoba zabezpečujúca profilové predmety)	marketa.rusna-kova@ku.sk	https://www.por-talvs.sk/reqzam/detail/7942?do=filterForm-submit&surname=rusn%C3%A1kov%C3%A11&sort=surname&employment_state=yes&filter=Vyh%C4%BEada%C5%A5
<u>Doc. PhDr. Angela Almašiová, PhD.</u> (docent, osoba zabezpečujúca profilové predmety)	angela.almasiova@ku.sk	https://www.por-talvs.sk/reqzam/detail/7975
<u>Mgr. Daniel Markovič, PhD.</u> (univerzitný docent)	daniel.markovic@ku.sk	https://www.por-talvs.sk/reqzam/detail/18236
<u>Mgr. Júlia Bačkorová, PhD.</u> (odborná asistentka zabezpečujúca cvičenia)	julia.fricova@ku.sk	https://www.por-talvs.sk/reqzam/detail/49912?do=filterForm-submit&name=j%C3%BAlia&surname=fri%C4%8Dov%C3%A11&sort=surname&employment_state=yes&filter=Vyh%C4%BEada%C5%A5

The outline of the description of the study program is used for the processing of Annex 2 of the application for granting the accreditation of the study program.

Other study program support staff		
Function	Name and surname	Contact
Study officer	Ing. Miroslava Vojsovičová	miroslava.vojsovicova@ku.sk
Administrative officer	Adam Janiga	adam.janiga@ku.sk
Career counselor	Mgr. Katarína Markovičová, PhD	katarina.markovicova@ku.sk
Slovak study program coordinator, study advisor	Mgr. Daniel Markovič, PhD.	daniel.markovic@ku.sk
Slovak vice coordinator of the study program	doc. PhDr. Markéta Rusnáková, PhD.	marketa.rusnakova@ku.sk
The main manager of the study program	dr. Raminta Bardauskinene	raminta@mruni.eu
Accommodation report	Martin Piatko	martin.piatko@ku.sk
student representative	Mateja Todorowski	mateja.todorovski2693@edu.ku.sk

The scientific-pedagogical characteristics of teachers providing profile subjects can be found here: <https://www.ku.sk/fakulty-katolickej-univerzity/pedagogicka-fakulta/katedry/katedra-socialnej-prace/vupch/>.

7. Spatial, material, and technical provision of the study program and support

List classroom study fee program with assignment to the subject	
Subjects study fee program for Slovak partnership university consortium	Classroom , center practice
Socio- cultural strengthening various children's and youth groups	A425
Intercultural communication children and youth	A425
Digital social work with children and youth	A430
Development and evaluation social projects	A430
Scientific and research internship , diploma work	A430, practical center - social partner

Material and technical provision of the study program

The Department of Social Work of the PF KU in Ružomberok is an organizational component of the faculty, which has (in addition to personnel) also material, technical and administrative equipment. Through the secretariat, each department administratively supports the study program, teachers, and their needs, as well as students with their administrative needs.

Each university teacher at PF KU has a personal computer with which he works in his own research activities. Personal computers are also used for education - presentations and projections during lectures and seminars. All PC stations at the faculty are connected to the SANET Internet network by cable and wireless. Wireless network is also available for all students. Each cabinet is equipped with a PC desktop and printer as standard. For other purposes of research activity, the department has a copier, scanner and common office supplies available. In addition to study places in the library - see above, students also have access to dozens of PC stations in the corridors of the faculty. The network infrastructure within which registration and study records are processed at PF KU is the Academic Information System - Ais2. Every member of the academic community of the faculty has access to it with different user rights.

The Department of Social Work at the Faculty of Education in Ružomberok is equipped with personal computers with laser printers, scanners, data projectors, interactive whiteboards, and other multifunctional devices. It meets the requirements of material and technical equipment. Computers communicate with each other through internal networks of individual faculties.

Students' access to electronic information resources is made possible by freely accessible computers with Internet connection in the corridors (11) and in the foyer, where there is also free access to the Internet via Wi-Fi connection. As part of the study program, prerequisites are created for the use of the most modern information and communication technologies.

The Social and Pedagogical Research Laboratory was created from the development project at the Department of Social Work, which permanently serves the purposes of research activities of students, doctoral students and teaching staff, as well as for the purposes of educating PF KU students in the field of quantitative and qualitative research. The laboratory also includes the newly purchased TAP System and Atlas.ti software. The TAP software serves for the preparation, scanning and automated evaluation of tests/questionnaires. The laboratory is equipped with 10 computer sets, a scanner and two printers. The acquired software and its subsequent use serves to organize, analyze and process quantitative and qualitative data and enables the processing and sorting of data for the needs of research carried out by teachers and students of PF KU in Ružomberok.

The outline of the description of the study program is used for the processing of Annex 2 of the application for granting the accreditation of the study program.

Spatial arrangement of the study program

The Pedagogical Faculty of the Catholic University in Ružomberok mainly develops its activities in a four-story building on Hrabovská ceste 1 in Ružomberok. The building is spacious, well-lit, modernly renovated and technically equipped.

The Faculty of Pedagogy of the KU has at its disposal (in the renovated teaching block A at Hrabovská cesta 1, Ružomberok) 72 cabinets for the research work of employees participating in research in the field of pedagogical science and social-behavioral science. All cabinets are equipped with desks and accessories as standard.

As conference spaces and spaces for other scientific events (colloquiums, seminars, lectures), the Faculty of Education of the KU has 17 rooms with a capacity of up to 25 people, 3 rooms with a capacity of up to 50 people, 7 rooms with a capacity of up to 60 people, 2 rooms with a capacity of up to 120 people and 1 auditorium with a capacity of 360 seats. The faculty's conference and lecture rooms are equipped as standard with a ceramic whiteboard, E-beam, data projector, wall screen, some with an LCD screen and a home theater system with sound. The entire A block of PF KU is barrier-free.

The Department of Social Work has high-quality material, technical, spatial and informational equipment. All classrooms are equipped with modern technology, a data projector, internet connection, interactive whiteboards are available. The workplace is equipped with PCs with Internet connection, which are publicly available to all students (in all corridors and study rooms). The faculty acquired most of the ICT from projects.

For the effective and high-quality delivery of lectures and the acquisition of skills in the field of social work, it is important within the study program to provide spatial and material-technical equipment for students, which are provided in specially equipped rooms.

Training rooms focused on the development of social-psychological skills are used in social-psychological training aimed at training verbal and non-verbal communication, self-knowledge, assertiveness and empathy training.

The classroom intended for the study program ESWOCHY A 430 is a computer room equipped with current software for the needs of students. Classroom A425 intended for the ESWOCHY study program is equipped with a laptop, a data projector, and a speaker. Selected lectures for students take place in the KU University Library building, in the blue classroom on the blue floor. It is equipped with a data projector, a large-format TV, a sliding screen and is air-conditioned. Selected exercises and consultations take place in meeting room A234 equipped with internet access and presentation technology.

During their studies, students will acquire practical skills in professional institutions such as social service centers, children's homes, counseling and psychological services and prevention centers, children's integration centers, social and family work offices, maternity centers, foundations, civic associations, crisis centers, re-education homes, diagnostic centers, social insurance companies, special primary schools, all within the whole of Slovakia. The facilities are contracted by the Department of Social Work through a cooperation agreement, where a contractual relationship is established between the facilities and the Faculty of Education of the Catholic University in Ružomberok. These establishments are used by the Department of Social Work to implement supervision in practice.

Characteristics of the information security of the study program

As part of the study program, prerequisites are created for the use of the most modern information and communication technologies:

1/ E-learning is available for students and teachers at the following address: <https://moodle.pf.ku.sk/> enables fundamental changes in the effectiveness of teaching, makes available to students a number of resources accessible at any time and from any place. It creates space for reducing barriers in the access of medically disadvantaged students to education. At the Faculty of Education, e-learning is created using the Moodle system.

Teachers have the opportunity to create and students use within e-learning in individual subjects:

- teaching organized by individual teaching weeks or thematic units,*
- study material presented in files of various formats (ppt, pdf, doc, htm, xls),*
- the use of different types of tests and their evaluation to verify students' knowledge,*
- e-mail, chat and discussion forum are used for communication between students and teachers.*

Each partner university consortium provides students with access to their own e-learning solution, but students are offered to use MRU's Moodle throughout their studies and communicate from MRU's email addresses.

2/ AIS2 is a complex academic information system designed primarily for the management of all three levels of higher education and the support of higher education science and research management at all levels for all users (applicants, students, graduates, for all employees, teachers and authorized users. It is available at ais.ku.sk. It meets the requirements of the Ministry of Education of the Slovak Republic for student registration, as well as the requirements of the Personal Data Protection Act. The system has been used at the Faculty of Education of the Catholic University in Ružomberok since 2016. It was preceded by the use of the academic information system Abakus. It is used by all students and teaching staff of the Catholic University.

3/ The website of the Catholic University in Ružomberok provides up-to-date information on the Rectorate, individual KU faculties and KU departments. Students and teachers mainly use:

- <http://www.ku.sk> / (Catholic University in Ružomberok),*
- <http://pf.ku.sk> (Faculty of Pedagogy of the Catholic University in Ružomberok and within it the pages of individual departments and detached workplaces),*

The outline of the description of the study program is used for the processing of Annex 2 of the application for granting the accreditation of the study program.

- <http://du.ku.sk> – the portal of the KU Children's University, which takes place every year in the summer months,
- <https://www.ccvpfku.sk/> – lifelong education portal,
- dozens of websites of scientific institutes, student clubs, departments, projects, scientific journals, publications, conferences and congresses,
- social networks (facebook, instagram, twitter), e.g. Facebook page of the Department of Social Work
- <https://eswochy.eu/> (site of the joint study program)
- <https://www.ku.sk/fakulty-katolickej-univerzity/pedagogicka-fakulta/katedry/katedra-socialnej-prace/studium/eswochy.html>
Basic information about the part of the ESWOCHY study program implemented at PF KU.

Internet access is provided for employees through metallic CAT 5 networks to every office and auditorium.

The Eduroam WIFI network, which is a unified university network, is also available for both students and staff. Every student can log into this network with their identification data. With the same login data, he can also log in at any other university for his foreign or domestic studies.

There are currently 680 personal computers, laptops and tablets in use at the KU Faculty of Education and its workplaces. Practically all used computers are connected to the Internet.

The Faculty of Education also houses specialized laboratories with computing technology, such as the laboratory of optocommunication information systems, the laboratory of artificial intelligence and robotics, the network laboratory and multimedia computer rooms.

Multimedia computer rooms are equipped with multimedia PCs, which include web cameras, headphones and microphones. The multimedia laboratory is also equipped with professional video cutting and editing software. The Faculty of Education also has two rooms equipped with video conferencing technology. They contain high-quality video cameras, projectors and sound equipment. Each auditorium is equipped with an interactive whiteboard of the ebeam system.

Method of providing library services at the place of the study program

The reference library in relation to the study program is the University Library of the Catholic University in Ružomberok, at Hrabovská cesta 1A, Ružomberok.

It contains basic study literature, supplementary literature, textbooks, monographs, scientific anthologies and other literature for the Master's study program Teaching for Primary Education and other scientific fields, as well as publications of the staff of the Catholic University in Ružomberok.

The KU University Library offers students above-standard services. The library is open for students 50.00 hours a week. It provides loan services (absentee and present), reprographic, consultation, interlibrary loan services (national and international) and electronic reference services. Provides remote access to licensed electronic resources. It has in operation 6 biblioboxes, 5 self-service lending devices - self-checks, 210 computer stations, 6 scanners, 9 copying devices, wi-fi connection in the library premises.

Since the end of 2015, the MediaInfo digital library has been available, through which digitized books from the funds of the University of Warsaw are published in the premises of the University of Warsaw. Books are continuously added to the database.

The entrance to the University Library in Ružomberok is approximately 100 meters from the faculty building. The library has a modern and excellently equipped infrastructure, modern library services and tools with an extensive fund of resources. It makes books, periodicals, special documents, qualification and final theses and electronic information resources available to its users.

The KU University Library fulfills the tasks of an academic library. It is a library-information, coordination and consulting workplace. It provides its services primarily to scientific and pedagogical workers, KU students of full-time and external forms of study, as well as to the professional public. It bibliographically registers the publishing and artistic activity of teachers and scientific workers of the Catholic University in Ružomberok.

The KU university library consists of the central library in Ružomberok and three sub-libraries, which it manages methodically. Sub-libraries are located at the Faculty of Theology of the KU with headquarters in Košice, at the Theological Institute of the TF KU with headquarters in Spišské Podhradí, at the Faculty of Education of the KU, at the J. Páľoš Institute in Levoča. All workplaces of the KU University Library (UK KU) use the Virtua library information system, through which they are connected to the collective online catalog of the Slovak Library in the Slovak Republic (15 libraries, including the Slovak National Library in Martin, the University Library in Bratislava and state scientific libraries).

The library fund of the CU KU is built in accordance with the professional profiling of the pedagogical process and scientific research activity. It contains basic study literature as well as supplementary literature for study fields. Domestic and foreign documents are acquired in the form of purchase (and also through grant schemes within the framework of approved projects), donations, exchange and compulsory copies of the KU.

UC KU users have the opportunity to use electronic information resources in the Scientific Library of CVTI SR through remote access and the project National Information System for Research and Development Support in Slovakia - access to electronic information resources (NISPEZ) - SpringerLink, Web of Science (Current Contents Connect, Essential Science Indicators, MEDLINE, Web of Science™ Core Collection).

555 study places are available throughout the UK KU. The total area of the current library is 6758 m², of which 5018 m² is available for library users.

https://www.ku.sk/images/dokumenty/ku/dokumenty/kniznicny_a_vypozicny_poriadok_uk_ku_od_16-9-2013.pdf

Characteristics and scope of distance education applied in the study program with assignment to subjects. Approaches, manuals of e-learning portals. Procedures for the transition from full-time to distance learning

The outline of the description of the study program is used for the processing of Annex 2 of the application for granting the accreditation of the study program.

Study is designed as full-time, full-time. Transition to distance learning is only possible in exceptional cases (pandemic, health reasons, etc.).

In the case of a distance or combined method of education, students are guaranteed access to course content and study materials through the Moodle system. It can be accessed directly via the banner (in the right part) on the main website of PF KU or directly at moodle.pf.ku.sk.

At the beginning of their studies, students get their authentication data into all the school's key systems (AIS, Moodle, Post, Strava, etc.). After logging in to Moodle, students have at their disposal educational courses corresponding to the taught subjects sorted by individual departments. To enter and enroll in a specific course, they also need a password, which they will receive from the teacher at the beginning of the semester. This ensures that each student is in the course that is currently being taught and has all the information necessary to successfully complete the given subject.

As part of the study program, prerequisites are created for the use of the most modern information and communication technologies:

1/ E-learning is available for students and teachers at: <https://moodle.pf.ku.sk/> . E-learning makes it possible to make fundamental changes in the effectiveness of teaching, it makes available to students a number of resources accessible at any time and from any place. It creates space for reducing barriers in the access of medically disadvantaged students to education. At the Faculty of Education, e-learning is created using the Moodle system.

Teachers have the opportunity to create and students use within e-learning in individual subjects:

- teaching organized by individual teaching weeks or thematic units,*
- study material presented in files of various formats (ppt, pdf, doc, htm, xls),*
- the use of different types of tests and their evaluation to verify students' knowledge,*
- e-mail, chat and discussion forum are used for communication between students and teachers.*

2/ Microsoft Office 365 – the online and offline versions of the office and communication system Microsoft Office 365 are available for free use by students and teachers. Students and faculty staff log into the system with their login data. The system can be used in an online version where all programs and tools are available online with automatic backup in the cloud and in an offline version installed separately on the computer.

Part of the Microsoft Office 365 package is the MS TEAMS program, which had to be implemented due to the need for a synchronous teaching method in the form of video conference calls, given that the Moodle teaching management system is more oriented towards an asynchronous teaching method. Although third-party synchronous video conferencing systems can be used, they are not robust and reliable enough for a demanding university environment. Video conference calls realized through MS TEAMS are used in fully distance learning in the explanatory phase for the presentation of the subject matter, in the examination phase for testing or individual consultations with the student. Other aspects of distance learning such as time management, grade reports, records of student outputs, etc. are secured by the Moodle system.

Teachers and students can use MS TEAMS in individual subjects:

- for online teaching through a webcam and microphone, the teacher and student can see each other directly and communicate with each other, which creates a more personal teacher-student contact,*
- the possibility to present study material in files of different formats (ppt, pdf, doc, htm, xls),*
- the use of an interactive whiteboard in online teaching – the teacher writes on the blackboard and the students share its content online,*
- the possibility of recording the lecture offline and its subsequent sharing by students,*
- creation and automatically evaluated quizzes with the Microsoft Forms service.*

The outline of the description of the study program is used for the processing of Annex 2 of the application for granting the accreditation of the study program.

Partners of the university in ensuring the educational activities of the study program and the characteristics of their participation

Overview of practice centers of the Slovak partner university

<i>Institution</i>	<i>The main thing activities</i>	<i>A date signing contracts , record number</i>	<i>Director</i>	<i>Address institutions</i>
Office work , social things and the family of Žilina	The office is a body state reports in the area social things , family and services employment established on the basis Act No. 453/2003 Coll	29/10/2019 ZML 1198/2019 RE	PaedDr . Adriana Jurišová , PhD.	UPSVaR Žilina Hurbanova 16, 010 01 Žilina https://www.upsvr.gov.sk/za.html?page_id=240992
Trojlistok - Social Center services	Provides ambulatory weekly residence social services for 40 boys and girls with mental disability . It exists basal stimulation , therapy snoezelenom , work room therapy , rehabilitation .	15/11/2019 ZML 1168/2019 RE	Ing. Anton Machola	TROJLÍSTOK - social center services Row 8, 034 01 Ružomberok http://trojlis-tok.dsszsk.sk/kon-takt.html
Company friends children from kindergarten homes - Smile how a gift	We work with families in need . We provide developmental programs for children and youth in children's homes , foster homes families and relatives . We operate crisis centers and low-threshold clubs .	01.10.2019 ZML 1197/2019 RE	prof. MUDr . Joseph Mikloško , PhD.	Company friends children from kindergarten homes Smile how gift of ŠVZ Ševčenkova 21, 851 01 Bratislava https://www.us-mev.sk/
Center for children and families Ružomberok ,	The center provides care for children and young people adults under the age of 25 within the limits Act No. 305/2005 Coll. The center is a facility social law protection children and social curates and replaces family environment of the child or spare family environment .	21/12/2018 ZML 1160/2018 RE	Ing. Stefan Lika-včan	Center for children and family Ružomberok Kalvárska 35, 034 01 Ružomberok https://www.cdr-rk.sk/
Ružomberok - City office	Urban office ensures organizational a administratively matters the council and the mayor how also organs established urban council .	29.03.2019 ZML 269/2019 RE	MUDr . Igor Čom-bor , PhD.	City of Ružomberok - Municipal office Ružomberok Us . A. Hlinka 1, 034 01 Ružomberok https://www.ruzom-berok.sk/
Spišská Catholic charity – Daily stationary	Daily stationary provides dependency assistance _ on the help another persons , social counseling the client and his family members , social rehabilitation . Provides space for a large group physically and mentally disabled clients - mostly graduates Special basic schools .	15/10/2019 ZML 1122/2019 RE	PhDr . Ing. Pavol Vilcek	Spišská Catholic charity , Dom Caritas Bl. Zdenka Schellingová-Denný stationary st . Cyrila a Metoda 318, 029 01 Námestovo https://caritas.sk/ambulantne-sluzby/
CSS ViaVitae	Facilities for seniors providing residential , outpatient and field forms daily inpatients social services . Nursing service . Relief service .	23.10.2019Z ML 1038/20119 RE	JUDr . Simona Pochybová	CSS ViaVitae , well . Specialized educational device Plavisko 7, 034 01 Ružomberok http://www.cssviavita-e.sk/
MEDIK-M	Facilities for seniors , nursing services	23/09/2019 ZML 1195/2019 RE	Milan Matia	MEDIK- M,n .o ŠVZ Kollárova 5781, prev. East , Martin http://www.med-ikm.sk/kontakt.html

Characteristics of the possibilities of social, sports, cultural, spiritual and social enjoyment

The outline of the description of the study program is used for the processing of Annex 2 of the application for granting the accreditation of the study program.

The Catholic University in Ružomberok offers its students and graduates various services: participation in spiritual, cultural and sports activities of the University Pastoral Center; work in the university television TV Unica, in the university radio Pulz, in the university magazine Zumag. Students who have the gift of singing can be part of the Benedictus Choir. The KU Counseling Center offers psychological counseling, career counseling, social and legal counseling, and support counseling for students with specific needs.

The Catholic University in cooperation with the Ján Vojtášák University Pastoral Center creates an appropriate environment for the balanced growth of students. In the social field, he invites students to participate in charity projects within the framework of the Slovak Catholic Charity and other foundations, and to regularly donate blood. The sports area is developed in regular sports evenings, in tournaments and in the offer of year-round tourism. The cultural area is represented by an offer of theater performances and concerts. The spiritual area is deepened through the celebration of St. Masses, adorations, spiritual talks and administration of the Sacrament of Reconciliation, lectures and discussions, work of small communities, pilgrimages, spiritual renewals, courses and participation in spiritual events at the national and international level. Social enjoyment is ensured through full-length entertainment programs - Beánia, Sedliacka veselica.

Possibilities and conditions for participation of study program students in mobilities and internships (with contact details), application instructions, rules for recognizing this education

The program outline includes three compulsory mobilities according to the mobility scheme. Each compulsory mobility has its own curriculum. In the curricula, the targeted learning outcomes for each pathway are determined in accordance with the teaching and assessment methods used. Each semester begins with one-day introductory activities: welcome meeting, administrative matters, introduction to the university's electronic resources that students will use throughout the program, as well as to the Moodle system (or other platform), a tour of the library and other parts of the university.

8. Required skills and prerequisites of the applicant for the study program

The conditions and procedures for accepting students for studies are regulated by the consortium agreement of all partner universities. The relevant field is also defined in the directive of the PF KU dean on the implementation of joint study programs in the English language.

<https://eswochy.eu/admission-criteria-and-deadlines/>

Conditions and procedure of admission

The joint procedure for selecting and accepting students is approved by the consortium's board of directors. The board of directors of the consortium forms a joint admissions committee for the admission of students, which serves as a selection committee. The committee consists of 1 academic representative for each consortium partner. Committee members elect a leader.

Eligibility criteria for students

The administrative prerequisites are:

Adhering to application deadlines and submitting a complete set of required application documents in English language versions (verified English translation if necessary).

Academic prerequisites are:

Applicants eligible to participate in the program must hold a Bachelor's / 1st degree or equivalent higher education in the field of social and pedagogical sciences. Graduates from other fields of study may be admitted if their completed education is assessed by the university (administrative board) as equivalent/sufficient.

Command of written and spoken English at B2 level of the Common European Framework of Reference for Languages (CECR), duly attested by the language certificates listed in the call for applications.

Call for applications

A call for applications will be announced before each acceptance, at least three months before the application deadline set in this call.

The deadline for submitting the application will be clearly stated in the relevant call. All relevant and updated information about the program, especially tuition fees, application procedures, required documentation and program curriculum description, will be posted on the program website.

Selection and admission procedures

The selection and admission process will consist of three phases: eligibility check, pre-selection and interview.

The eligibility check will be carried out by the Joint Admissions Committee during and immediately after the end of the call for applications. In this phase, the fulfillment of the minimum requirements will be verified.

Applicants whose applications do not meet the appropriate requirements will be considered inadmissible and excluded.

The coordinating institution will notify unauthorized participants of the reasons for their exclusion and the appeal procedure no later than one month after the end of the call.

Each eligible application will be evaluated using a 10-point scale of the joint admissions committee. Each evaluator shall declare a potential conflict of interest prior to the evaluation. The following common selection criteria will be used:

Academic achievements and potential (adequacy of academic background, grades and honors, increased knowledge of the English language; 1-5)

Overall quality of CV and academic and/or other experience (additional academic competences, professional and/or volunteer experience in social work or related, international experience; 1 to 3)

Quality of motivation letter (motivation, appropriateness of the professional project; 1 to 2)

Assessors will be required to comment on all three criteria using the application assessment form.

9. Links to other relevant internal regulations and information regarding the study or the student of the study program

(<https://www.ku.sk/fakulty-katolickej-univerzity/pedagogicka-fakulta/fakulta/uradna-vyveska/vnutorne-predpisy.html>)

The outline of the description of the study program is used for the processing of Annex 2 of the application for granting the accreditation of the study program.

<https://www.ku.sk/app/cmsSiteBoxAttachment.php?ID=9136&cmsDataID=0> Directive of the Dean of the Faculty of Education of the KU No. 2/2022 on the implementation of joint study programs in the English language at the Faculty of Education of the Catholic University in Ružomberok

<https://eswochy.eu/eswochy-student-handbook/> Student handbook