

**CATHOLIC UNIVERSITY IN RUŽOMBEROK
FACULTY OF EDUCATION**



Description of the study programme
DIDACTICS OF MUSIC

**full-time form of study
doctoral study programme**

Workplace of implementation: Department of Music, Faculty of Education, KU,
Hrabovská cesta 1, 034 01 Ružomberok

CATHOLIC UNIVERSITY IN RUŽOMBEROK

Hrabovská cesta 1A, 034 01 Ružomberok

University identification number: 37801279

FACULTY OF EDUCATION

Hrabovská cesta 1, 034 01 Ružomberok

Basic data about the study programme	
The college's body for approving the study programme:	KU Quality Council
Date of approval of the programme of study or modification of the programme of study:	29. 06. 2022
Date of the last change to the programme description:	29. 06. 2022
Reference to the results of the most recent periodic assessment of the programme of study by the college:	
Link to the evaluation report of the application for accreditation of the study programme pursuant to Section 30 of Act No. 269/2018 Coll:	
Name of the study programme:	Didactics of music
Number according to the register of study programmes:	183361
Degree of higher education:	third degree
ISCED-F education level code:	864
Place of study programme implementation:	Hrabovská cesta 1, 034 01 Ružomberok
Name and number of the field of study:	38. Teaching and Educational Sciences
ISCED-F department code:	0114 Preparation for teachers with subject specialisation
Type of study programme:	academically oriented
Academic degree awarded:	Doctor (PhD.)
The form of study:	daily
The language in which the study programme is conducted:	Slovak language
Standard length of study expressed in academic years:	3
Capacity of the study programme (planned number of students):	3

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GRADUATE PROFILE AND LEARNING OBJECTIVES

The graduate has acquired competency for scientific work in the field defined by the Didactics of Music program, is able to organize and lead the educational process and methodically guide the implementation of new knowledge in music-educational practice, to participate in management activities in the field of music culture and outreach practice, to present trends in Slovak music and art-education in Slovakia and abroad and to participate in solving the issues of the organization of music-education. He/she has knowledge of the history and perspectives of the field and its contemporary concepts, principles and theories and is able to systematically analyze model disciplinary and didactic problems and to design solutions to them; he/she is oriented in the field of artistic didactics and methodology of professional music education. He/she is able to independently and responsibly conduct music education and music-education courses focused on didactics of musical art for different target groups, including courses of further education. He/she is qualified to conduct educational activities of various natures, such as lectures, seminars, exercises, teaching practice for students of teaching at universities.

Occupations for which the graduate is prepared at the time of graduation:

University teaching assistant
Methodologist in the field of education
Local government education specialist

Learning objectives of the study programme regarding the knowledge, skills and competencies of the student at the time of completion of the study programme:

Graduate's Knowledge:

K1 knows the norms, principles and methods of scientific work in the field of pedagogical research.

K2 knows the history and development of music pedagogy in an international comparative framework, and its theoretical foundations and methodology.

K3 has extensive professional knowledge of music pedagogy with a special focus on music didactics and related sub-disciplines of musicology, which serves as a basis for conducting research and development and the creation of new knowledge in the field of pedagogical sciences.

K4 has an overview of the latest scientific knowledge in the field of music pedagogy in an international context.

Graduate's Skills:

S1 can independently plan, design, organise and evaluate pedagogical research.

S2 is able to conceive a research project, work as a member of a research team, as well as manage the research and the research team.

S3 actively participates in scientific communication in the field, regularly publishes the results of his/her research, participates in the development of the field.

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S4 Based on their outputs and findings, they can design, validate and implement new re-search or working practices.

Graduate's Competencies:

C1 is characterized by independent, critical and analytical thinking, which can be flexibly applied in conditions of theoretical, empirical and applied research.

C2 independently presents the results of research and development to the professional community in the Slovak Republic and abroad.

C3 is competent to conduct scientific communication in at least one world language.

C4 is capable of positively influencing public opinion in favour of the Department's development objectives.

Matrix of learning objectives and learning outcomes

Learning objective 1		University teaching assistant		
		Retrieved from Knowledge	Retrieved from Skill	Retrieved from competency
Semester 1	Contemporary theories of education	K2	S2	-
	Pedagogical diagnostics	K1	S1	C1
Semester 2	Methodology of educational sciences	K1	S1	-
	Current issues in didactics of music education	K3, K4	S2	-
	Theory and History of Musical Thought	K2	-	-
	Scientific article in a peer-reviewed journal / scientific proceedings in the Slovak Republic	K1	S1, S3	C2, C4
Semester 3	Comprehensive analysis of compositions	K2	S4	C1
	Written thesis for dissertation examination and dissertation examination	K1, K3	S1, S4	-
	Scientific article in a peer-reviewed journal / scientific proceedings abroad	K1, K4	S1, S3	C2, C3

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Semester 4	Publishing a scientific text in the Slovak Republic	K1	S1, S2, S3	C2, C4
Semester 5	Publishing a scientific text abroad	K4	S1, S2, S3	C2, C3
Semester 6	Elaboration and defence of the dissertation	K1, K3	S1, S4	C1, C4

Learning objective 2		Local government education specialist		
Learning Outcomes		Retrieved from Knowledge	Retrieved from Skill	Retrieved from competency
Semester 1	Contemporary theories of education	K2	S2	-
	Pedagogical diagnostics	K1	S1	C1
Semester 2	Methodology of educational sciences	K1	S1	-
	Current issues in didactics of music education	K3, K4	S2	-
	Theory and History of Musical Thought	K2	-	-
	Scientific article in a peer-reviewed journal / scientific proceedings in the Slovak Republic	K1	S1, S3	C2, C4
Semester 3	Comprehensive analysis of compositions	K2	S4	C1
	Written thesis for dissertation examination and dissertation examination	K1, K3	S1, S4	-
	Scientific article in a peer-reviewed journal / scientific proceedings abroad	K1, K4	S1, S3	C2, C3
Semester 4	Publishing a scientific text in the Slovak Republic	K1	S1, S2, S3	C2, C4
Semester 5	Publishing a scientific text abroad	K4	S1, S2, S3	C2, C3
Semester 6	Elaboration and defence of the dissertation	K1, K3	S1, S4	C1, C4

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APPLICABILITY

Evaluation of the employability of graduates of the study programme

The assessment of the employability of graduates of the study programme is available on the department's website in the Annual Report of the relevant department in Chapter 12 - Evaluation of the study programme.

Employers' evaluation of the quality of the study programme

Employers' evaluation of the quality of the study programme is available on the department's website in the Annual Report of the relevant department in Chapter 12 - Evaluation of the study programme.

Employers

City of Ružomberok, A. Hlinku 1098/1, 034 01 Ružomberok

STRUCTURE AND CONTENT OF THE STUDY PROGRAMME

Rules for the formation of curricula in the study programme

The study according to the doctoral study programme (hereinafter referred to as "doctoral study") is carried out according to an individual study plan under the guidance of a supervisor. The doctoral student's individual study and research plan expresses the continuity of the doctoral student's studies with the scientific discipline within the framework of which his/her scientific training is carried out.

Doctoral studies consist of a study part and a scientific part. The study part consists mainly of lectures, seminars and individual study of literature necessary in terms of the focus of the dissertation. The study part of the individual study plan should be designed so that the doctoral student acquires the most profound and up-to-date theoretical and practical knowledge in the given field of study, becomes familiar with the methodology of scientific work and is able to solve current scientific problems in the given field. In the study part, the doctoral student will complete the prescribed compulsory and selected compulsory elective courses. Successful completion of the study part of the doctoral student's individual plan is demonstrated by fulfilling the prescribed obligations, obtaining a sufficient number of credits and successfully passing the dissertation examination.

The scientific part of the doctoral studies consists of individual or team scientific work of the doctoral student, which is related to the topic of the doctoral thesis. The scientific part of the doctoral study is professionally supervised by the supervisor. The scientific part of the individual plan also includes the active participation of the doctoral student in scientific seminars, scientific conferences and other professional events organised in the field of science or art related to the topic of the doctoral thesis.

Part of the individual plan of a full-time doctoral student is the performance of pedagogical or other professional activities contributing to the expansion of his/her professional outlook, or the completion of part of his/her studies at another training workplace or at a foreign university. For external doctoral students, this activity is replaced by another adequate activity (organising lectures, seminars, internships, etc.). In the case of a doctoral student who is registered for a dissertation topic announced by an external educational institution, the faculty's agreement with the institution includes where and how the study part of the programme and the doctoral student's teaching activity will take place.

At the proposal of the supervisor, the doctoral student's individual plan may include foreign stays of the doctoral student, completion of a course or lectures beyond the recommended study part of the doctoral student's study plan in the full-time form of study.

The supervisor guides the doctoral student in publishing activities and involvement in research tasks and also advises on the doctoral student's participation in internships and foreign stays.

The organisation of all levels and forms of higher education at KU is based on the credit system in accordance with Decree 614/2002 Coll. on the Credit System of Study (ECTS). The credit

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system uses the accumulation and transfer of credits and is based on the transparency of learning outcomes and learning processes.

Each subject is assigned a number of credits in the study programme and is assessed using a grading scale. The credits assigned to courses reflect the proportion of the student's work required to successfully complete the course within the standard scope of work for one academic year. A student may receive credit for a course only once during the course of his/her studies. The standard student workload for a full academic year in full-time study is 60 credits, that is 30 credits per semester. The full-time form of study is organised in such a way that the study according to the recommended study plan, corresponds depending on the study programme in terms of time intensity, to the student's work in the range of 1500 to 1800 hours per academic year, including independent study and independent creative activity.

The doctoral student earns credits for the following activities during his/her studies:

- completion of the study part of the individual plan, which consists mainly of lectures and seminars,
- passing the dissertation exam,
- independent creative activity in the field of science and, where appropriate, the arts,
- performance of teaching or other professional activities at the faculty,
- dissertation defence.

In the full-time or part-time form of doctoral studies, a doctoral student may apply for the dissertation examination if he/she has obtained at least 80 credits for the prescribed duties.

Advancement to a higher year is conditional on the number of credits earned. Advancement to a higher year in both forms of study is conditional on a positive evaluation of the doctoral student's individual study and scientific plan by the relevant field committee.

- For advancement to the second year of doctoral studies in the full-time form, it is a condition to obtain at least 50 credits, and in the external form at least 40 credits,
- For advancement to the third year, a minimum of 90 credits in the full-time form and a minimum of 60 credits in the part-time form of study is a prerequisite,
- For advancement to the fourth year it is a condition to obtain 140 credits in the full-time form of study, and in the external form of study to obtain at least 90 credits,
- The minimum number of credits from the study, scientific and pedagogical part of the programme that a student must obtain for the entire period of study is 180. Failure to meet these conditions is grounds for the exclusion of the doctoral student from the study,
- Each doctoral student must obtain a minimum of 70 credits of creative activity in the field of science and, where applicable, the arts before applying for permission to defend his or her dissertation,

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- A doctoral student may request permission to defend his/her dissertation if he/she has earned at least 150 credits for the prescribed requirements. The supervisor shall comment on the permission to defend the dissertation.

The doctoral study programme Didactics of Music is implemented in the full-time form of study, using the full-time method, which is characterised by direct contact between the teacher and the student. The study programme aims at achieving the set learning outcomes and through this it seeks to fulfil the objectives of the study programme, i.e. to educate and train fully-fledged specialists and researchers in the field of music didactics who will be able to apply themselves in other music specialisations requiring a third-level university music education. The programme of study in question is included in the field of study 38. Teaching and Educational Sciences at level 3 of higher education with a standard length of study of 3 years.

The core curriculum is based on courses focused on the norms, principles and methods of scientific work in music pedagogical research: *Methodology of Educational Sciences, Systematics of Music Science*; on subjects containing the latest scientific knowledge in music pedagogy: *Contemporary Theories of Education, Pedagogical Diagnostics and Current Issues in Didactics of Music Education*; on subjects focused on the history and development of the respective field: *Theory and History of Musical Thought*, as well as on the structural knowledge of a musical work with consideration of its analysis: *Comprehensive Analysis of Compositions*. The knowledge of a language, skills and competencies within one world language can be expanded by the student in the subject *Foreign Language*.

The compulsory subjects in the initial three semesters of study are complemented by compulsory elective subjects that allow the student to expand his/her knowledge, skills and competencies in the following areas: *Instrument playing / singing, Didactics and methodology of instrument playing / singing, Problems of musical interpretation, Musical aesthetics, Gregorian chant*.

The scientific part of the doctoral studies consists of individual or team scientific work of the doctoral student, which is related to the topic of the doctoral thesis. The scientific part of the doctoral study is professionally supervised by the supervisor. The scientific part of the individual plan also includes the active participation of the doctoral student in scientific seminars, scientific conferences and other professional events organised in the field of science or art related to the topic of the doctoral thesis.

The relevant study programme includes courses within the so-called scientific part, focused on creative scientific and professional work. The compulsory subjects include: *written thesis for the dissertation examination and the dissertation examination, elaboration and defence of the dissertation, scientific article in a peer-reviewed journal / scientific proceedings in the Slovak Republic and scientific article in a peer-reviewed journal / scientific proceedings abroad*.

The supervisor guides the doctoral student in publishing activities and involvement in research tasks and also comments on the doctoral student's participation in internships and foreign stays.

Part of the individual plan of a doctoral student in the full-time form of study is the implementation of pedagogical or other professional activities contributing to the expansion of

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his/her professional outlook, or the completion of part of his/her studies at another training workplace or at a foreign higher education institution.

In the summer semester of the 2nd year, there is a compulsory course *Written Thesis for Dissertation and Dissertation Examination*. The doctoral student is guided, mentored and consulted by his/her supervisor in the conception of the methodological basis for the dissertation. He/she also involves him/her in project activities and professional work at the department.

The study is completed by completing the course *Preparation and defence of the dissertation*. A total of 180 credits is required to complete the study. After successful defence of the dissertation and after successful completion of the state examination, the student receives the degree of "Doctor" (PhD.).

[Recommended study plan of the study programme 2022/2023](#)

The structure of the study programme is divided into 16 courses in the study part and 26 units in the scientific part. Those fall into the following categories of courses:

- 10 compulsory courses (*including the Dissertation Examination and the Dissertation Defence*), of which 10 are profile courses,
- 32 compulsory elective courses.

Structure of the study programme in terms of credits:

- number of credits required for the proper completion of studies for compulsory subjects: 106, which represents 58.88% of the total number of credits.
- number of credits required for the proper completion of studies for compulsory elective subjects: 74 /for the completion of part of the study, which represents 41.12 % of the total number of credits.
- number of credits for passing the dissertation examination: 20, which represents 11.11% of the total number of credits.
- number of credits for the elaboration and defence of the dissertation: 30, which represents 16.66 % of the total number of credits.
- the number of credits required for the proper completion of studies for profile subjects, including the Dissertation Examination and the Dissertation Defence: 133, which represents 73.88 % of the total number of credits.

Conditions for proper completion of studies

The study is properly completed by graduation according to the relevant study programme (§65 (1) of the Higher Education Act). The requirements for the proper completion of studies are regulated by the Study Regulations of the Catholic University of Ružomberok and the Directive of the Dean of the Faculty of Arts of the KU on Doctoral Studies. A student has duly completed his/her studies if:

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- has successfully completed all the prescribed study requirements of the study programme and has obtained the specified number of credits in the prescribed composition (180 credits).
- successfully passed the dissertation examination and defended the written thesis for the dissertation examination.
- produced a dissertation of appropriate scope and complexity and successfully conducted its defence.

The composition of examination boards for state examinations is determined by the dean of the faculty from among persons authorised to examine according to § 63 (3) of Act No. 131/2002 Coll. on Higher Education as amended. The State Examination Board shall be at least four members and shall be appointed by the Dean of the Faculty on the proposal of the study programme guarantor. The right to sit for the state examination shall be granted only to university teachers acting as professors and associate professors and other experts approved by the Faculty's Scientific Council. As a rule, the examination boards for the state examinations also include eminent 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. At least two members of the examination board for the state examinations shall be university teachers acting in the capacity of professor or associate professor.

The examining committee before which the dissertation examination is conducted consists of: the chair, at least three members, the opponent and the supervisor, who is a member of the examining committee but does not participate in the dissertation examination grading process. At least one member of the committee shall not be from the doctoral student's training institute. The examination committee and the opponent shall be proposed by the supervisor of the relevant study programme, who shall forward the proposal to the departmental committee or its presidency for approval. The chair of the examination board and its members are appointed and dismissed by the dean of the faculty, in the case of a faculty, or by the director, in the case of an external educational institution. At least one member of the Board of Examiners shall be a tenured professor.

The dissertation defence committee consists of a chairperson, at least three members, one of whom must be from a department other than the faculty at which the doctoral student is studying, three opponents and a supervisor. The doctoral supervisor shall be a member of the doctoral thesis defence committee, but may not vote. The chair and at least one member shall be appointed from among the members of the thesis committee. In the event of a tie, the chair's vote shall prevail.

In addition to the regular termination of studies, studies at PF KU will be terminated:

- by dropping out of the study.
- by exceeding the standard length of studies by more than two years, the date of termination being the end of the academic year in which the student was due to complete his or her higher education studies.

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- expulsion from studies for failure to meet the requirements arising from the study programme and study regulations, or expulsion from studies for a disciplinary offence, the date of termination of studies being the date on which the decision on expulsion became final.
- cancellation of a study programme pursuant to Section 87(2) of the Higher Education Act if the student does not accept the faculty's offer to continue his/her studies in another study programme, with the date of termination of studies being the date on which the university announced the cancellation of the study programme.
- transferring to another faculty within the university or another university.
- by the death of a student.

The rules for interruption of studies are regulated by the KU Study Regulations, Article 18. Interruption of studies of a study programme is permitted by the Dean on the basis of a reasoned request of the student. Interruption of studies in the first year is possible only after the end of the winter semester. The interruption of studies applies 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 at least three weeks before the beginning of the semester. Exceptions in exceptional and unforeseen cases (e.g. sudden serious health problems) are decided by the Dean of the Faculty. The decision to interrupt studies shall be delivered to the student in person or by post in his/her own hands. The student may request the interruption of studies in writing:

- for a maximum of three academic years due to parental leave.
- for a maximum of two academic years for health or other serious personal reasons (on presentation of verifiable evidence).
- for a maximum period of one year without giving any reason.

At the end of the interruption period, the student must report for re-enrolment. During the period of suspension, the student is not entitled to the rights and obligations of a student and is not a member of the academic community.

Rules for verification of learning outcomes and assessment of students

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

The specific assessment dates, time and venue of examinations must be published in the academic information system at least one week before the start of the examination period in the relevant semester. The dates of the examinations must be of a reasonable number and spread (a minimum of three dates, one at the beginning, one in the middle and one at the end of the examination period). Only electronic means shall be used to publish examination dates via the academic information system.

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The specific method of course assessment (mid-term review, examination) is specified in the course information sheet, which is made available to students no later than the first week of the semester.

Completion of the course is assessed by a grade. The grade reflects the quality of the acquisition of knowledge or skills in accordance with the aim of the course as stated in the course information sheet. The mark is based on the student's overall pass percentage in all forms of assessment of learning outcomes, with a pass mark of at least 60 % being required to pass the course.

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A scale consisting of six grading levels is used to assess learning outcomes at KU:

A (excellent results) 1	100 %-93 %
B (above average results) 1,5	92 %-85 %
C (average results) 2	84 %-77 %
D (acceptable results) 2.5	76 %-69 %
E (meeting minimum criteria) 3	68 %-60 %
FX (not meeting minimum criteria) 4	59 %-0 %

Options for corrective action against this assessment

Each student is entitled to one regular and one make-up examination in each subject. In the case of re-enrolment in a failed course, the student is also entitled to one regular and one make-up examination date. In justified cases, in particular if the student has a final examination date remaining (after re-enrolment in an unsuccessful course), the student or the examining teacher has the right to apply in writing to the Dean of the faculty concerned for a board examination within five working days after the recording of the marking of the regular examination date, but no later than one week before the end of the examination period of the semester in question. The members of the board, which shall consist of at least four members, shall be appointed by the dean of the faculty concerned on the proposal of the head of the department providing the course. The teacher who is the original examiner shall also be a member of the committee. The date of the examination shall be determined by the dean of the faculty concerned. If a student fails to pass the board examination he/she has applied for, he/she is not entitled to a further correction date.

If students believe that the teacher's evaluation was unfair, non-transparent and inconsistent, they may contact the head of the department, the vice-dean for education and training or the dean of the faculty, with the possibility of a review of the evaluation.

(https://www.ku.sk/images/dokumenty/studijny_poriadok_ku.pdf) (Study regulations)

A weighted grade point average is used to assess a student's overall academic performance. It is calculated by taking the sum of the student's credit evaluation and the numerical value of the grade for all courses taken during the evaluation period and dividing it by the sum of the credits earned during the period.

Conditions for the recognition of studies or part of studies

The conditions for the recognition of studies or part of studies obtained at another higher education institution are regulated by Article 12 of the KU Study Regulations and the Rector's Directive on the Recognition of Educational Proofs Issued by Foreign Universities.

Completion of part of some studies at another university is formally conditional on: an application for exchange studies, a study contract and a transcript of the results of the studies. It is carried out in accordance with

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614/2002 Coll. on the credit system of study as amended and according to the relevant internal regulations of the University. A student may apply to the dean of the faculty at which he/she is enrolled for recognition of completed courses, or transfer of credits and grades, if the time elapsed since their completion is less than 5 years.

Recognition of studies or part of studies completed in the relevant study programme at PF KU is based on the registration of the results of the assessment by the teachers in the AiS2 system. The examiner is obliged to enter the results of the assessment of the course into the academic information system within five working days of the examination at the latest. The assessment of the learning outcomes in individual subjects must be completed no later than five working days after the last day of the examination period of the semester in question, in order to check the student's fulfilment of his/her study obligations.

The Study Department carries out administrative control of studies, controls the acquisition of the prescribed number of credits in the prescribed composition for compulsory, compulsory elective and elective subjects.

List of dissertation supervisors

- [prof. ThDr. Rastislav Adamko, PhD.](#),
e-mail: rastislav.adamko@ku.sk
- [doc. PaedDr. Mgr. art. Zuzana Zahradníková, PhD.](#),
e-mail: zuzana.zahradnikova@ku.sk
- [doc. PaedDr. Janka Bednáriková, PhD.](#),
e-mail: janka.bednarikova@ku.sk
- [PaedDr. Martina Krušinská, PhD.](#),
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- [PaedDr. Mgr. art. Miriam Žiarna PhD., ArtD.](#),
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Rules for assigning, processing, opposing, defending and evaluating final theses

Those rules shall be governed by [Study Regulations of PF KU](#), [Study Regulations of KU](#), [Directive of the Rector on the requisites of final, rigorous and habilitation theses, their bibliographic registration, originality control, preservation and accessibility at KU](#) and [Directive of the Dean on the termination of studies at PF KU](#), [Directive of the Dean of the PF KU on doctoral studies](#).

At least two months before the deadline for submission of applications, the Dean of the Faculty shall publish the topics of the dissertations that may be applied for in the admission procedure. For each topic advertised, the name and surname of the supervisor, including his/her academic titles, shall also be indicated; if the topic is advertised by an external educational institution, the name of that institution shall also be indicated. The thesis topics shall be proposed by the

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doctoral supervisor. If the doctoral candidate has his/her own topic, it may be proposed by the supervisor after prior consultation. Dissertation topics will be published on the faculty's website after approval by the supervisor of the relevant study programme. At the same time, the admissions committee, together with the person who has the relevant competencies and has the main responsibility for the implementation, development and quality assurance of the study programme (hereinafter referred to as the guarantor), has the right to decide on the final wording of the topic before the candidate is admitted.

The dissertation has the character of a scientific thesis, in which the doctoral student, on the basis of ongoing research and with the use of rich documentary material, as well as scientific methods, demonstrates the ability to work independently scientifically and creatively in the field of research or development, or readiness for independent theoretical and creative artistic activity, to solve theoretical and practical problems of the field of study. The author demonstrates the ability to work on a chosen professional problem with an interdisciplinary approach and with the development of specific solutions and conclusions. It should be characterised by a high degree of analysis and synthesis of knowledge, as well as a sufficient overview of the existing professional literature.

International and Slovak technical standards (ISO 690) are binding for the preparation of final theses at the Faculty of Physical Education in Ružomberok. The thesis is 80 to 120 standard pages (144 000 to 216 000 characters including spaces). The formal arrangement of theses, the assignment of theses, their structure, collection and accessibility, as well as the control of their originality are determined by the Directive of the Dean of the Faculty of Arts of the University of Ružomberok No. 6/20, on the completion of studies at the Faculty of Arts of the University of Ružomberok.

Academic Ethics and Consequences Policy

Students are guided by the principles of academic ethics. They are made aware of unethical behaviour and its consequences (plagiarism) in the thesis seminar. The ethical principles of KU students are defined in the current [KU Code of Ethics](#). Identification of risks of unethical behaviour is ensured by the activity of the KU Ethics Committee.

Opportunities and procedures for participating in student mobility

The rules and conditions for the participation of students in mobility and internships abroad are regulated by [Rector's Directive on Erasmus+ mobility K103 and K107](#).

The call for students to apply for student mobility within the Erasmus programme is published well in advance on the KU website, in the foreign relations section, with the conditions for student participation in the programme. A student who is interested in carrying out a study stay/internship within the Erasmus+ programme submits the following to the International Relations Office by the deadline: application form, motivation letter, structured CV, reference letter, transcript of marks from all completed semesters at the current level of study and a letter

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of intent (in case of an internship). On the basis of the documents submitted and the eligibility criteria for studying abroad, the selection procedure will assess the applicants' qualifications. The list of partner universities is available on the KU website in the International Relations - Partner Universities section.

Procedures applicable to students with special needs

Services for students with specific needs are provided by [KU Counselling Centre](#) and procedures related to students with special needs are further regulated by [Rector's Directive on the Support of Applicants and Students with Specific Needs at KU](#).

KU creates a universally accessible academic environment by creating appropriate conditions for the study of students with specific needs without reducing the requirements for their academic performance.

KU provides support services to applicants and students with specific needs through the KU Counselling Centre, which provides a professional approach. The KU Counselling Centre is a department of the KU Rector's Office, is located in the KU University Library and has a university-wide remit. The KU Counselling Centre has a university coordinator for students with specific needs. The mission of the Counselling Centre is to provide information, counselling, organisational, coordination and management activities aimed at creating an accessible academic environment, objectively assessing the specific needs of students and creating appropriate conditions for students with specific needs.

The KU Counselling Centre has the function of a support centre for students with specific needs, which deals with tasks related to the support of students with specific needs within KU, provides assessment of their specific needs in obtaining the status of a student with SEN, granting reasonable adjustments and determining the extent of support during studies, as well as technical advice for the selection of assistive technologies, etc. Where necessary, it ensures communication between the student and relevant KU departments.

The KU Counselling Centre facilitates the integration of students with specific needs into their 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 Counselling Centre provides information, counselling and educational services to KU teaching and non-teaching staff and the wider public.

Student complaints and appeals procedures

The procedures for the submission of complaints by students shall be governed by [Study Regulations of KU](#), Article 8, point m. A student has the right to submit a complaint to the dean of the relevant faculty or to the rector of KU and to have it dealt with, while the receipt, registration, investigation, handling of complaints and the implementation of measures taken to remedy them are carried out in accordance with Act No.9/2010 Coll. on Complaints, as amended.

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[Information sheets of study programme courses](#)

[Schedule of the academic year](#)

[Timetable of lessons](#)

STAFFING OF THE STUDY PROGRAMME

Function of professor, the main person responsible for the implementation, development and quality assurance of the study programme

[prof. ThDr. Rastislav Adamko, PhD.](#),

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Function Associate professor, person providing profile subjects

[doc. PaedDr. Mgr. art. Zuzana Zahradníková, PhD.](#),

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Function Associate professor, person providing profile subjects

[doc. PaedDr. Janka Bednáriková, PhD.](#),

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Function Associate professor, person providing profile subjects

[PaedDr. Mgr. art. Miriam Žiarna PhD., ArtD.](#),

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Other teachers of the study programme

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Other study programme support staff

Study Counsellor

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Study Officer

Ing. Miroslava Vojsovičová

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Career Counsellor

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Accommodation Office

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Student representatives

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SPATIAL, MATERIAL AND TECHNICAL PROVISION OF THE STUDY PROGRAMME AND SUPPORT

Material and technical support of the study programme

The Department of Music of the Faculty of Music in Ružomberok is an organizational component of the faculty, which has (in addition to personnel) also material, technical and administrative equipment. Each department, through its secretariat, administratively supports the curriculum, teachers and their needs, as well as students with their administrative needs.

Each university teacher at the Faculty of Arts has a personal computer with accessories, equipped also for the needs of distance education with a webcam, microphone and speakers, which he uses for his own research activities. Teachers' personal computers are 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 or wirelessly. The wireless network is also available to all students. Each classroom is equipped with a multifunctional device with printer, scanner, photocopier and common office supplies as standard for research purposes. Dozens of PC stations with Internet connections are also available to students and are located in the faculty corridors. The network infrastructure within which the registration and study records are handled at PF KU is the Academic Information System - AIS2. Every member of the faculty's academic community has access to it with different user rights.

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

Students have access to electronic information resources via freely accessible computers with internet access in the corridors (11) and in the foyer (1), where there is also free internet access via wifi connection. The study programme provides the conditions for using the latest information and communication technologies.

From the development project, a Social and Pedagogical Research Laboratory was created, which permanently serves for the purposes of research activities of students, PhD students and teaching staff, as well as for the purposes of education of students of the Faculty of Social Sciences of KU in the field of quantitative and qualitative research. The laboratory also includes the purchased software TAP System and Atlas.ti. The TAP software is used for the preparation, scanning and automated evaluation of tests/questionnaires. The laboratory is equipped with 10 computer sets, a speed scanner and two printers. The acquired Software and its subsequent use is used to organize, analyze and process quantitative, qualitative data and allows processing and sorting of data for the needs of the research conducted by the teachers and students of the Faculty of Physical Education in Ružomberok.

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The Department of Music has 14 specialised classrooms of its own, where lectures, exercises and seminars take place, and its own library, where works of musical interest are available. These classrooms contain musical instruments:

- 6 pianos, 3 concert grand pianos, 2 pipe organs (two manuals), 1 pipe positive organ, 4 digital organs (three and two manuals), 2 clavinovas, 1 synthesizer, 1 accordion, 1 violin, 2 guitars, 1 dulcimer, 3 recorders, a set of easily controllable instruments, approx. 40 pieces,
- set of folk instruments approx. 60 pieces.

Concert halls

1) In the adjacent building of the Faculty of Health (60 A. Hlinku Square, Ružomberok) there is an "Organ Hall", which is available to the Department of Music for concert purposes. The hall has a seating capacity of about 80 seats. It is equipped with the following musical instruments:

- two-manual pipe organ with twelve registers,
- concert grand piano.

2) The Department rents the choir of the Church of the Exaltation of the Holy Cross (58 A. Hlinka Square in Ružomberok), where it has a two-manual pipe organ. The church premises are used for public concerts of sacred music.

3) The department has a small concert room in the PF building on Nam. A. Hlinku 56, which is at its full disposal. The room has a seating capacity of about 60 seats and contains the following musical instruments:

- Rieger-Kloss concert grand piano.

DIDACTIC AND TECHNICAL AIDS

The Department of Music is equipped with the following didactic and technical aids:

- 10 personal computers (computers are also connected to the internet network), 10 laptops, 5 laser and 2 inkjet printers,
- audiovisual equipment: television, video, DVD player, 3 HIFI towers, 2 tape recorders, combo, wireless microphone, amplifier and 2 loudspeakers, 3 digital cameras, digital camera, data projector, microfilm scanner, 4 dictaphones and MiniDisc recorder.

Spatial provision of the study programme

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

The Faculty of Education of KU has 72 classrooms (in the reconstructed teaching block A at Hrabovská cesta 1, Ružomberok) for the research work of the staff involved in research in the field of pedagogical sciences and social-behavioural sciences. All cabinets are equipped with work tables with accessories as standard.

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The Faculty of Education has 17 rooms with a capacity of up to 25 seats, 3 rooms with a capacity of up to 50 seats, 7 rooms with a capacity of up to 60 seats, 2 rooms with a capacity of up to 120 seats and 1 auditorium with a capacity of 360 seats available as conference rooms and for other scientific events (colloquia, seminars, lectures).

The conference and lecture rooms of the faculty are equipped with ceramic boards, E-beam, data projector, wall screen, some LCD screen and home cinema systems with a sound system as the standard. The entire A block of the PF KU is wheelchair accessible.

Characteristics of information provision of the study programme

Within the study programme the prerequisites for the use of the most modern information and communication technologies are created:

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

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

- teaching arranged in individual teaching weeks or thematic units.
- study material presented in files of different formats (ppt, pdf, doc, htm, xls).
- the use of different types of tests and their assessment to test students' knowledge.
- e-mail, chat and discussion forums are used for communication between students and lecturers.

2/ AIS2 is a comprehensive academic information system designed primarily for the management of all three levels of higher education and to support the management of science and research in HEIs at all levels for all users (applicants, students, graduates, staff, lecturers, and authorised users. It is available at ais.ku.sk. It meets the requirements of the Ministry of Education 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 of Ružomberok since 2016. It was preceded by the use of the academic information system Abakus. It is used by all students and teachers of the Catholic University.

3/ The website of the Catholic University of Ružomberok provides up-to-date information about the Rector's Office, and individual faculties and departments of KU. Students and lecturers mainly use:

- <https://www.ku.sk/> - Catholic University in Ružomberok,
- <https://www.ku.sk/fakulty-katolickej-univerzity/pedagogicka-fakulta/> - (Faculty of Education of the Catholic University in Ružomberok and within it the websites of individual departments and detached workplaces),
- <https://www.ccvpfku.sk/> - Centre for Lifelong Learning,

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- <https://www.ku.sk/katolicka-univerzita-v-ruzomberku/univerzitna- kniznica/> - KU University Library,
- dozens of websites of scientific institutes, student clubs, departments, projects, scientific journals, publications, conferences and congresses,
- social networks (facebook, instagram, twitter).

Internet access is provided for staff via CAT 5 metallic networks to each office and auditorium.

The Eduroam WIFI network, which is a unified university network, is also available for students and staff. Each student can log in to this network with his/her identification data. They can also use the same login details to log in to any other university for their international or domestic studies.

Method of providing library services at the place of implementation of the study programme

The reference library in relation to the study programme 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 collections and other literature for the doctoral study programme Didactics of Music and other disciplines, as well as publications of the staff of the Catholic University in Ružomberok.

The KU University Library offers superior services to students. The library is open to students 52.5 hours per week. It provides lending services (absentee and full-time), reprographic services, consultation services, interlibrary loan services (national and international) and electronic reference services and provides remote access to licensed electronic resources. It operates six biblioboxes, 5 self-service lending facilities - selfchecks, 398 computer stations, 6 scanners, 9 photocopiers, and a 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 KU KU KU collections are published in the KU KU premises. Books are continuously added to the database.

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

The KU University Library fulfils the tasks of an academic library. It is a library-information, coordination and advisory workplace. It provides its services primarily to scientific and pedagogical staff, full-time and part-time KU students, as well as professional services

to the general public. Bibliographically it registers the publishing and artistic activities of teachers and scientific staff of the Catholic University in Ružomberok.

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The KU University Library consists of the central library in Ružomberok and three sub-libraries, which it manages methodically. The sub-libraries are located at the Faculty of Theology of KU, based in Košice, at the Theological Institute of the Faculty of Theology of KU, based in Spišské Podhradí, at the Faculty of Education of KU, and at the J. Páleš Institute in Levoča. All KU University Library (KU KU) workplaces use the Virtua library-information system, through which they are connected to the on-line library catalogue of Slovak libraries in the Slovak Republic (30 libraries, including the Slovak National Library in Martin, the University Library in Bratislava and the state scientific libraries).

The library collection of Charles University KU is built in accordance with the professional profiling of the pedagogical process and scientific research activities. It contains basic study literature as well as supplementary literature for study disciplines. Domestic and foreign documents are acquired by purchase (and also through grant schemes in the framework of approved projects), donations, exchanges and compulsory KU copies.

KU KU users have the opportunity to use selected electronic information resources through the project National Information System for Research and Development Support in Slovakia - Access to Electronic Information Resources (NISPEZ) - Scopus, SpringerLink, SpringerNature, Web of Science: Current Contents Connect, Essential Science Indicators, Medline, and Core Collection. Within the framework of the national licence, which is provided by the Slovak National Library in Martin, UK KU has access to multidisciplinary databases GALE: Academic OneFile, GeneralO-nefile, Custom Journals.

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

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

The study is conceived as full-time.. Transfer to distance learning is possible only in exceptional cases (pandemic, health reasons, etc.).

In the case of distance or blended learning, students are guaranteed access to course content and study materials via Moodle. It can be accessed directly via the banner (on the right side) on the main website of PF KU or directly at moodle.pf.ku.sk.

At the beginning of their studies, students will receive their authentication details for all key school systems (AIS, Moodle, Mail, Strava, etc.). Once logged into Moodle, students have access to training courses corresponding to the subjects taught, sorted by department. To enter and enroll in a specific course, they still need a password, which they receive from the instructor 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 needed to successfully complete that course.

Within the study programme the prerequisites for the use of the most modern information and communication technologies are created:

1/ E-learning is available for students and teachers at: <https://moodle.pf.ku.sk/>.

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E-learning allows fundamental changes in the effectiveness of teaching, making available to students a multitude of resources accessible at any time and from any place. It creates space for limiting barriers to access to education for disabled students. At the Faculty of Education, e-learning is created using the Moodle system.

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

- teaching arranged in individual teaching weeks or thematic units,
- study material presented in files of different formats (ppt, pdf, doc, htm, xls),
- the use of different types of tests and their assessment to test students' knowledge,
- e-mail, chat and discussion forums are used for communication between students and lecturers.

2/ Microsoft Office 365 - a free online and offline version of the Microsoft Office 365 office and communication system is available for students and lecturers to use. Students and faculty log into the system with their login credentials. They can use the system in the online version where all programs and tools are available online with automatic backup in the cloud and in the offline version installed separately on the computer.

Part of the Microsoft Office 365 package is the MS TEAMS program, which had to be implemented because of the need for synchronous teaching in the form of videoconferencing calls, given that the Moodle learning management system is oriented more towards asynchronous teaching. Although synchronous videoconferencing systems from third parties can be used, these are not robust and reliable enough for the demanding university environment. In distance learning, videoconferencing calls implemented via MS TEAMS are used in the exploratory phase for the presentation of the material, and in the examination phase for rehearsals or individual consultations with the student. Other aspects of distance learning such as time management, grade reports, registration of student outputs, etc. are provided by the Moodle system.

Teachers and students can use MS TEAMS for individual subjects:

- for online teaching via 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 the study material in different file formats (ppt, pdf, doc, htm, xls).
- use of interactive whiteboard for online learning - the teacher writes on the whiteboard and students share the content online.
- the possibility of recording the lecture offline and then sharing it with students.
- creation and automatically evaluated quizzes with Microsoft Forms.

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Partners of the university in the provision of educational activities of the study programme and characteristics of their participation

Committed partnerships are maintained within the delivery of the relevant programme of study to ensure the implementation and development of the programme of study. Scientific events in the form of regular doctoral conferences and seminars are ensured through cooperation with similar training centres at other Slovak and Czech universities (University of Constantine the Philosopher in Nitra, Hradec Králová University, Charles University in Prague, Jan Evangelista Purkyně University, etc.). Foreign universities with partner relationships have been established, and provide students with opportunities for study stays and internships.

Characteristics of social, sporting, cultural, spiritual and community facilities

The Catholic University in Ružomberok offers its students and graduates various services: participation in spiritual, cultural and sports activities of the University Pastoral Centre; work in the university television TV Unica, in the university radio Pulse, and 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 supportive counseling for students with special needs. KU College offers a year-long residential formation program.

The Catholic University, in cooperation with the Jan Vojtaššák University Pastoral Centre, creates an appropriate environment for the balanced growth of students. In the social sphere, it invites students to participate in charitable projects within the Slovak Catholic Charity and other foundations, and to donate blood regularly. The sports field is developed in regular sports evenings, in tournaments, and in the offer of year-round tourism. Students have access to sports facilities within the KU premises which enable them to carry out various sporting activities. The cultural area is represented by the offer of theatre performances and concerts organised by the city, as well as regular concerts by members of the Department of Music. The spiritual area is deepened through the celebration of Mass, adoration, spiritual talks and the celebration of the Sacrament of Reconciliation, lectures and discussions, the work of small communities, pilgrimages, spiritual renewal, courses and participation in spiritual events at national and international level. There is a chapel of St. Albert the Great at the PF KU, which is open to students. Social enjoyment is provided through full evening entertainment programmes such as Beania and Peasant's Feast.

The Liptov region offers students of the Catholic University a wide range of sports activities in summer and winter months. In the immediate vicinity of the university there is the Hrabovská valley, in which it is possible to realize a full range of activities and entertainment. In addition to a walk through the forest or around the lake, the BikePark Malinô Brdo allows the rental of downhill bikes that can be tested on professional tracks of varying difficulty. Mountain all-terrain scooters are also an excellent alternative to descending from Malino Brdo on foot. In winter, the biggest attraction is undoubtedly the ski resort Skipark Malinô Brdo.

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Possibilities and conditions for participation of students in the study programme in mobilities and internships, (with indications of contacts), instructions for registration, and rules for recognition of this type of education.

Erasmus+ mobility is open to any student who is duly registered and enrolled at a higher education institution for full-time or part-time studies (B.Sc., M.Sc., Eng., PhD.) leading to a recognised degree or other recognised qualification at tertiary level (up to and including PhD level).

Mobility can last a minimum of 3 months and a maximum of 12 months. A student may participate in Erasmus+ mobilities of a cumulative duration of 12 months at each level of study.

Application procedure for study abroad

The student chooses from the List of Higher Education Partner Institutions, according to personal preferences, the institutions at which he/she is interested in studying in the winter or summer semester of the respective academic year (the offers are divided according to the individual fields of study).

The student delivers the following documents to the Rector's Office of the Catholic University in Ružomberok, Department for International Relations and Mobility of KU:

- Application,
- a structured CV in Slovak.
- cover letter in Slovak language.
- reference letter in Slovak language (the reference letter is prepared by the head of the department where the student is studying; it is delivered to the KU Department for International Relations and Mobility by internal KU mail or by email to the mobility officer for incoming/outgoing Erasmus students. Students in double degree programmes will request a letter of reference from both heads of departments.
- a transcript of grades for all completed semesters at the current level of study (issued by the study department of the relevant faculty free of charge for the purposes of the Erasmus+ programme).

The student delivers the required documents by post to the KU Office for International Relations and Mobility or electronically by e-mail to the mobility officer for incoming/outgoing Erasmus students.

The selection will be based on: the student's academic achievements, the information contained in the submitted documents, knowledge of the foreign language (1. applies to all students undertaking mobility in any country other than the Czech Republic and Poland, 2. applies to AJ, NJ, TJ students undertaking mobility in any country, including the Czech Republic and Poland).

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The English and German language exam (1. valid for all students doing mobility in any country except the Czech Republic and Poland, 2. valid for AJ, NJ students doing mobility in any country, including the Czech Republic and Poland) will take place on a date to be announced in due time. The Italian and Russian language exam (1. valid for all students undertaking mobility in Italy, 2. valid for RJ or TJ students undertaking mobility in any country, including the Czech Republic and Poland) will take place on a date to be announced in due course.

The results of the selection procedure will be published on the website of the Catholic University of Ružomberok in the International Relations section within 30 working days from the last day of submission of applications. Information on the award/non-award of the grant and its amount will be sent to the applicants by e-mail.

Students from non-EU countries are required to familiarise themselves with the necessary administrative procedures for visas, temporary residence, etc. once they have been selected for an institution.

Procedure after the student selection procedure

1. A student who has been selected by the Committee to undertake mobility under the Erasmus+ programme shall follow the instructions of the External Relations Office.
2. The student undertaking the mobility shall submit all documents related to his/her mobility abroad to the International Relations Office: Learning Agreement for Studies, a copy of a European Health Insurance Card, a copy of a travel insurance document covering the entire duration of the mobility, a form containing the student's bank details and the documents required by the host foreign institution.
3. The Learning Agreement for Studies lists the courses the student plans to take at the foreign higher education institution. The Learning Agreement is signed first by the Head of the Department (or his/her designee, in eligible cases by the Vice Dean for International Relations). If the Study Contract contains compulsory or compulsory elective courses that fall under the competencies of several departments at KU, the Study Contract is signed by the heads of these departments. It is then signed by the student and the responsible person at the International Relations Office (KU Rector's Office). The Study Contract enters into force after it has been signed by the departmental/faculty coordinator, and the institutional coordinator of the receiving higher education institution.
4. The Learning Agreement for Traineeships describes in detail the job description, the student's work placement and the student's evaluation. The Traineeship Agreement will be signed in the first instance by the Head of Department (or his/her delegated staff member, or in justified cases by the Vice Dean for International Relations). The contract is then signed by the student and the responsible person at the Foreign Relations Office (KU Rector's Office). The traineeship contract enters into force after it has been signed by the person in charge at the host institution.

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5. Before departure, the student will sign a Financial Contract with the Catholic University of Ružomberok, on the basis of which the financial contribution will be paid to him/her, no later than 30 days after the signing of the contract by both parties.
6. Before going abroad, the student is obliged to report his/her mobility (any mobility) to the Office of the Vice Dean for International Relations and to the Head of the Department.

Implementation of international student mobility

1. The student enters the mobility for the purpose of study/internship on the date specified by the host institution. Any necessary changes to the Study/Placement Contract that the student discovers upon arrival at the host institution must be completed and formally documented as soon as possible after his/her arrival. Further necessary changes must be formally agreed upon as soon as possible by all three parties (student, sending and receiving institutions).
2. A student in the last year of his/her studies at KU can apply for a so-called graduate internship, which he/she will do if recommended by the committee (Vice-Rector for International Relations, Vice-Deans for International Relations of individual faculties and the responsible person at the Office for International Relations) and if he/she successfully completes his/her studies at KU. The same rules apply to him/her as to the trainee, except for points 3 and 6 below in the framework of the procedure after the completion of the student's mobility abroad.

Procedure after the end of students' mobility abroad

1. At the end of the mobility abroad, the student submits to the International Relations Office: a Transcript of Records issued by the foreign higher education institution, a mobility certificate, an online student report and the completion of the online language course, if one has been assigned.
2. The Catholic University of Ružomberok, as an institution sending a student for mobility under the Erasmus+ programme, is obliged to recognise a student's mobility abroad if all its defined conditions are fulfilled.
3. Recognition of completed courses and credits obtained during mobility abroad is carried out at the relevant KU faculty and coordinated by the Vice Dean for International Relations. Recognition of completed courses and credits is based on the Transcript of Records, which is in accordance with the Study Contract. The internship shall be recognised on the basis of a certificate issued by the host institution in accordance with the Internship Contract.
4. Upon completion of the study placement, the student submits to the department in which he/she is studying a transcript of the results of the study abroad. The Head of Department will arrange for the courses to be taken in accordance with the pre-approved Learning Agreement for Study and ensure that they are entered into the information system. The

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student will be credited with the amount of credits as set out in the study programme at KU. Other courses (including credits) not included in the KU study programme will be registered as electives by the study department of the relevant KU faculty.

5. Upon completion of the internship, the student submits a certificate confirming successful completion of the internship abroad to the department at which he/she is studying. The Head of Department will ensure that the internship is recognised in accordance with the pre-approved Learning Agreement for Traineeships and will ensure that it is entered into the information system. The student will be awarded credits at the level set out in his/her programme of study at KU for the work experience that is part of the programme of study. The internship is recognised as an elective subject (with a prescribed number of 10 credits) in the case of study programmes which do not require an internship.
6. The faculty responsible for indicating the student's achievements during mobility in the Diploma Supplement.
7. Recognition of mobility abroad for the purpose of study/internship may be refused if the student has not fulfilled the requirements of the receiving institution or has not fulfilled the conditions required by the sending institution as specified in the contract between the student and the institution.
8. A student who has not fulfilled the conditions of the receiving institution or has not fulfilled the conditions required by the sending institution as stated in the contract between the student and the institution may be required by KU to repay the grant. This will be decided by the KU Vice-Chancellor for International Relations in consultation with the Vice-Dean of the faculty concerned, after consideration of the arguments put forward by all parties involved. The student will not be required to repay the funds if force majeure is recognised. This also applies to a student on placement who, for reasons of force majeure, has been unable to carry out the work under the placement contract properly.
9. If circumstances arise which are not covered by the [Rector's Guidelines on the implementation of ERASMUS+ mobilities KA103 and KA107](#), each case will be considered on its own merits.

Contacts to the KU Foreign Relations and Mobility Offices

Institutional Erasmus Coordinator

Mgr. Michaela Moldová Chovancová PhD.

e-mail: michaela.moldova.chovancova@ku.sk

phone number: +421918 337 411

Mobility Officer for incoming/outgoing Erasmus students

Mgr. Lucia Kravčáková

e-mail: lucia.kravcakova@ku.sk

phone number: +421918 337 433

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Faculty Erasmus Coordinator

doc. PhDr. Markéta Rusnáková, PhD.

e-mail: marketa.rusnakova@ku.sk

THE REQUIRED ABILITIES AND APTITUDES OF THE APPLICANT FOR THE STUDY PROGRAMME

The basic condition for admission to the doctoral study programme Didactics of Music is the completion of a second-degree study programme or a study programme according to § 53 (2).

The Dean of the Faculty announces the start of the admission procedure for doctoral studies on the website of the Faculty and on the official notice board of the Faculty, at least two months before the last day set for the submission of applications.

A candidate for admission to the doctoral study programme in Didactics of Music must have completed a Master's degree in the field of study 38. Teaching and Educational Sciences or 39. Arts or 41. Arts and Cultural Sciences in the same or a related programme of study. The candidate should have the personal qualities required for successful completion of the third cycle. Musical readiness and specific musical skills are required of the candidate. The ability to work individually with professional literature, electronic resources and the necessary information technologies, to analyse the information obtained and to evaluate it critically is expected. As the graduate is expected to pursue a career mainly as an assistant professor in higher education, the candidate should have a natural interest in scientific work, a team spirit and the ability to communicate in at least one world language.

Admission procedures

The content of the admission interview consists of finding out the prerequisites for independent scientific work. The candidate submits and defends a written proposal for a dissertation project containing: the rationale for the choice of the topic, the aim, methods, terminological proficiency in the field, a brief description of the state of research on the topic, and the basic research questions he/she would like to address. The committee shall also take into account the extent and quality of the applicant's professional publications or artistic activity and the results of his/her other professional or artistic activity. The interview will include communication in the world language of the applicant's choice.

If a candidate for doctoral studies fulfils the conditions, the dean will invite him/her to an admission interview at least 14 days before the date of the admission interview, and will inform the candidate of the content of the admission interview. A copy of the invitation shall be included in the applicant's personal file. The admission interview shall take place at the training centre before an admissions committee of at least five members appointed by the Dean of the Faculty on the proposal of the relevant departmental committee. The committee shall

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consist of a chairperson and at least two members holding the posts of professor or associate professor in the field of study concerned and one member examining a foreign language. The other members of the committee are usually experienced professionals from the relevant sector of the economy or social practice or representatives of employers. If the admission procedure is for an applicant to a subject offered by an external educational institution, a representative of the external educational institution shall also be a member of the admissions board.

The Doctoral Admissions Board evaluates the result of the entrance examination in a closed session. If several candidates have applied for one topic and the nature of the topic precludes several candidates from addressing it, the order of the candidates shall be determined according to the success rate of the admission examination. In determining the order, the admissions board shall also take into account the extent and quality of the applicant's professional publishing or artistic activity and the results of his/her other professional or artistic activity (e.g. results in student scientific and professional thesis competitions or student art exhibitions, etc.). The faculty will publish the results of the scores with the applicant's numerical code on the faculty's website no later than the day following the admission examination.

A report on the result of the admission interview is drawn up and the admission proposals of the successful PhD candidates are submitted by the admissions committee to the Dean of the Faculty. The dean, on the proposal of the admissions committee, shall decide within 30 days of the admission interview whether or not to accept the applicant. A candidate who has received a decision on non-admission to doctoral studies may, within eight days of the date of receipt of the decision on the outcome of the admission procedure, submit a request to the Dean of the Faculty for a review of this decision. The decision on non-admission shall be delivered by registered mail in the applicant's own hands.

- Applicants to study at KU PF are committed to respecting the Catholic spirit of the university and the faculty,
- Applicants will not be discriminated against on the basis of age, nationality, gender, political or religious beliefs,
- Faculty will provide assistance in the administration of a student with specific needs through the KU Counseling Center, the Office of Academic Affairs, and the Coordinator for Working with Students with Specific Needs.

Recent admissions results

[Results of the admission procedure as of 31 October 2021](#)

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FEEDBACK ON THE QUALITY OF EDUCATION PROVIDED

Procedures for monitoring and evaluating students' views on the quality of the study programme

The main person responsible for the implementation, development and quality assurance of the study programme regularly monitors and evaluates the relevant study programme in co-operation with the Vice-Dean for Education and Training. Feedback on the quality of teaching and teaching staff from students, the satisfaction of students and graduates with their studies and with the services they can use within KU are obtained and implemented through a number of questionnaire surveys.

The aforementioned questionnaire surveys and their evaluation are carried out during the lecture period of the winter and/or summer semesters in electronic form by filling in an anonymous questionnaire or by filling in a paper questionnaire at regular intervals once a year (in the case of the graduate satisfaction survey once every two years). Students, teachers, employers and other stakeholders are involved in the design of these questionnaire surveys.

The questionnaire for the evaluation of the quality of teaching and teachers of doctoral programmes is evaluated by the Vice-Dean for Science and Arts. On the basis of the data collected, he/she prepares a summary report on the results of the evaluation. An analysis of the results of the evaluation of these surveys is published in the Faculty's Annual Report after discussion in the Faculty's Scientific Council.

Results of student and alumni feedback and related measures to improve the quality of the curriculum.

The results of student and alumni feedback and related measures to improve the quality of the study programme are available on the department's website in the department's Annual Report.

Opis študijného programu
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REFERENCES TO OTHER RELEVANT INTERNAL RULES; AND INFORMATION RELATING TO THE STUDY OR THE STUDENT'S PROGRAMME OF STUDY

Catholic University in Ružomberok

<https://www.ku.sk/>

Faculty of Education

<https://www.ku.sk/fakulty-katolickej-univerzity/pedagogicka-fakulta/>

Department of Music

[Katedra hudby | Katedry | Pedagogická fakulta Katolíckej univerzity v Ružomberku](#)

Admission procedure

<https://www.ku.sk/fakulty-katolickej-univerzity/pedagogicka-fakulta/uchadzac/prijimacie-konanie.html>

Study Regulations of the PF KU

https://www.ku.sk/images/dokumenty/pf/dokumenty/uradna_nastenka/vnutorne_predpisy/studium/%C5%A1tudijny_poriadok_pf_ku_2020_platny.pdf

Accommodation

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

Catering

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

Scholarships and loans

<https://www.ku.sk/studium-na-katolickej-univerzite/student/stipendia-a-pozicky/>

University Library

<https://www.ku.sk/katolicka-univerzita-v-ruzomberku/univerzitna-kniznica/>

Student Life

<https://www.ku.sk/studium-na-katolickej-univerzite/student/sky-zivot/>

Erasmus+

<https://www.ku.sk/medzinarodne-vztahy/erasmus-student/>

