



## COLLECTION OF DECISIONS AND ORDINANCES OF THE UNIVERSITY OF SOUTH BOHEMIA IN ČESKÉ BUDĚJOVICE

number: R 513

date: 14 December 2022

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### USB Rector's Ordinance concerning the organisation of the academic year 2023/2024

#### Article 1

In compliance with Article 8 and Article 23 of paragraph 1 of the Study and Examination Regulations of the University of South Bohemia in České Budějovice (hereinafter as 'SER USB'), I am hereby issuing the following ordinance concerning the organisation of the academic year:

1. The academic year 2023/2024 begins on 1 September 2023 and ends on 31 August 2024.
2. Preparation of courses for the academic year 2023/2024 in the IS STAG database is to be completed by 15 February 2023.
3. Preparation of study plans for the academic year 2023/2024 in the IS STAG database is to be completed by 15 March 2023.
4. Requirements for the preparation of the schedule for the winter semester of the academic year 2023/2024 are to be communicated to the scheduling staff by 15 April 2023. Faculties may set an earlier deadline according to their needs.
5. Requirements for the preparation of the schedule for the summer semester of the academic year 2023/2024 are to be communicated to the scheduling staff by 15 November 2023. Faculties may set an earlier deadline according to their needs.
6. The mandatory enrolment in courses pursuant to Article 20(5) of SER USB for the academic year 2023/2024, or the winter semester, is to take place in the period from Monday 29 May 2023 (8:00) to Friday 9 June 2023 inclusive. In cases worthy of note, faculties allow the extension of this deadline as needed.
7. The enrolment of newly admitted applicants in bachelor's and master's studies as well as providing newly enrolled students with the necessary documents is to take place and be completed by 16 September 2023.
8. Matriculations of first-year students are to take place by 31 October 2023.
9. The period of instruction of the winter semester is to be 13 calendar weeks from Monday 25 September 2023 to Saturday 23 December 2023.
10. Dates of colloquia and examinations for the winter semester are to be made public by examiners in IS STAG by 2 December 2023 pursuant to Article 16(3) and Article 17(2) of SER USB.
11. Winter holidays are to take place from 24 December 2023 to 1 January 2024.
12. The mandatory enrolment in courses pursuant to Article 20(5) of SER USB for the summer semester of the academic year 2023/2024 is to take place in the period from Monday 8 January 2024 (8:00) to Friday 19 January 2024 inclusive. In cases worthy of note, faculties allow the extension of this deadline as needed.



13. The instruction period of the summer semester is to be 14 calendar weeks from Monday 12 February 2024 to Saturday 18 May 2024.
14. Dates of colloquia and examinations for the summer semester are to be made public by examiners in IS STAG by 27 April 2024 pursuant to Article 16(3) and Article 17(2) of SER USB.
15. The deadline for checking studies (i.e. awarding credits and executing exams and colloquia for the academic year 2023/2024 pursuant to Article 14(2) of SER USB) is to be on 31 August 2024.
16. The electronic application for studies is to be made accessible to prospective students in IS STAG by 1 November 2023 at the latest.
17. The Open Day for prospective students is to take place on Friday 19 January 2024.

## Article 2

I am charging deans of faculties with the task of preparing a detailed academic calendar for the year 2023/2024 on the basis of deadlines set with binding effect in Article 1 and with sending the calendar in an electronic format to the Office of Study Activities of the Rectorate of the University of South Bohemia in České Budějovice as well as to make the calendar public by 15 March 2023.

prof. PhDr. Bohumil Jiroušek, Dr., v. r.  
Rector

Prepared by: Vice-Rector for Student Affairs

Distribution list: USB vice-rectors, deans of USB faculties, USB D&R Director