The Ministry of Education, Youth and Sports registered, pursuant to Section 87(1)(a) and Section 41(4) in conjunction with Section 36(2) and (4) of Act No 111/1998 Sb., on Higher Education Institutions and Amending and Supplementing Other Acts (the Higher Education Act), as amended under ref. no. MSMT-7673/2026-6, the Lifelong Learning Regulations of Ambis University, as of the date of signature of the registration.

Mgr. Vojtěch Tomášek
Director of the Higher Education Department

Lifelong Learning Regulations of Ambis University

Art. 1
Introductory Provisions

(1) Studies in accredited degree programmes are delivered by Ambis Universita, a. s., which operates as a private university-type higher education institution under the name Ambis University (hereinafter referred to as "**Ambis**").

(2) These Lifelong Learning Regulations govern, in accordance with Section 60 and Section 41(2)(f) of Act No 111/1998 Sb., on Higher Education Institutions and Amending and Supplementing Other Acts (the Higher Education Act), as amended (hereinafter referred to as the "**Act**"), the conditions of lifelong learning at Ambis.

(3) Lifelong learning (hereinafter referred to as "**LLL**") means such types of education that supplement, deepen, renew or broaden the knowledge, skills and qualifications of its participants.

(4) A participant in LLL is not a student within the meaning of the Act.

(5) In accordance with these Regulations, Ambis may specify further details on the status, rights and obligations of LLL participants by an internal legal act of the Rector.

Art. 2
Lifelong Learning Programme

(1) An LLL programme (hereinafter referred to as the "**Programme**") may be:

a) pursued as a leisure activity,
b) aimed at professional practice,
c) aimed at enhancing the professional expertise of students or graduates of foreign or domestic higher education institutions.

(2) A Programme is also considered to be educational activity aimed at acquiring professional competence for the performance of a specialised activity carried out under special legal regulations.

(3) A Programme may be delivered in Czech or another language in the full-time or distance form of education, or a combination thereof, in particular as:

a) education within an accredited degree programme,
b) specialisation education,
c) extension education,
d) supplementary education,
e) retraining education,
f) thematic education organised in the form of:
    1. a course,
    2. a lecture,
    3. a seminar,
    4. an intensive professional session,
    5. a lecture series,
    6. a university of the third age.

(4) A new Programme may be proposed by any academic staff member or administrative employee to the Vice-Rector for Teaching.

(5) Where accreditation is required to deliver a Programme, the Rector submits the application for accreditation to the accrediting body.

(6) If the proposal for a Programme is accepted, the person who proposed the Programme or who was entrusted with its implementation by the Vice-Rectorate for Teaching prepares, in cooperation with the Vice-Rectorate for Teaching, a detailed proposal describing the Programme, its content and the conditions of its delivery, which must contain at least:
   a) the name of the Programme,
   b) a description of the Programme and the graduate's profile,
   c) the prerequisites required of applicants,
   d) the method of admission to the Programme,
   e) the method of commencing the education,
   f) the timetable and content plan of the education (including the credit value of completed study subjects, where relevant),
   g) the form of teaching and the assessment of learning,
   h) a proposal for staffing,
   i) the method of completing the Programme,
   j) the fee associated with participation in the Programme.

(7) The proposal for a Programme may specify a minimum number of admitted applicants required for the Programme to be opened, or a maximum number of admitted applicants (in which case the proposal must also contain the criterion by which applicants will be admitted or rejected).

(8) The prepared proposal is submitted for approval to the Rector, who decides on the implementation of the Programme.

(9) Participation in a Programme is recorded in the study information system of Ambis, unless the nature of the Programme requires another method of recording.

Art. 3
Admission of Applicants

(1) The conditions for admission of applicants to Programmes are announced by the Rector no later than one month before the planned start date of the Programmes.

(2) Information on Programmes being opened is published in the public section of the Ambis website, or by other suitable means.

(3) The decision on the admission of an applicant to a Programme is made by the Rector or a person authorised by the Rector on the basis of the fulfilment of the conditions of the admission procedure.

(4) The admission procedure is concluded by the issuing of a decision on admission or non-admission to the Programme.

(5) The admission procedure continues until the maximum number of admitted applicants is reached, if a maximum number has been set.

(6) If the minimum capacity of a given Programme required for its opening is not reached, the Programme will not commence. In such a case, the applicant may be offered participation in another Programme.

Art. 4
Course and Organisation of Education

(1) Programmes are usually based on the completion of individual study subjects that form part of the particular Programme. For each completed study subject, an LLL participant may obtain credits, the number of which is stated in the description of the Programme.

(2) A Programme may be composed of a selection of compulsory, compulsory elective and optional study subjects.

(3) Where a Programme is delivered within an accredited degree programme, the form of completion, the method of completion and the number of credits assigned to individual study subjects must be identical to those in the study plan of the accredited degree programme.

(4) The names of individual study subjects in LLL may be modified for commercial reasons.

(5) For each Programme, or for each recurring run of a Programme, a timetable is drawn up according to the capacities of Ambis and of the lecturers.

(6) The Study and Examination Regulations of Ambis apply mutatis mutandis to the method of teaching and the verification of learning outcomes. The rights and obligations of a student laid down in the internal and other regulations of Ambis apply mutatis mutandis to a participant in a Programme, with the exception of those which, under Section 4 of the Act, belong exclusively to members of the academic community (the right to vote and to be elected).

(7) Programmes are coordinated by the Vice-Rector for Teaching.

(8) A designated employee of Ambis is responsible for the organisation of teaching, proposals for the remuneration of lecturers and other employees, and the administrative work associated with the delivery of LLL.

(9) The authorised employee of Ambis keeps a register of delivered Programmes, records of LLL participants and records of certificates or other documents issued.

Art. 5
Completion of Studies in a Programme

(1) A condition for completing a Programme is the fulfilment of the requirements for its completion.

(2) Ambis issues successful participants in a Programme with a certificate of completion of the Programme, stating the competence acquired by the graduate upon completion, including the individual subjects of the final examination in the Programme and their grades.

(3) A condition for completing a Programme aimed at professional practice is passing a final examination, which may include a written paper.

(4) At the request of a participant in a Programme, an overview of all examinations successfully passed in the Programme may be issued.

(5) Where successful participants in Programmes delivered within accredited degree programmes become students of accredited degree programmes, Ambis may, at their request, recognise the fulfilment of study obligations corresponding to at most 60% of the credits required for proper completion of studies.

(6) Participation in a Programme may be terminated by delivery of a written notice from the participant of withdrawal from the Programme.

(7) Ambis may terminate a participant's participation in a Programme if the participant has breached obligations laid down by legal regulations, by internal and other regulations of Ambis and/or by the Study Agreement for a lifelong learning programme.

Art. 6
Fees Related to Studies

(1) The amount of the fee for participation in a Programme is stated in the description of the Programme published in the public section of the Ambis website and is also stated in the Study Agreement for a lifelong learning programme concluded with the applicant.

(2) Payment of the fee for participation in a Programme is usually to be demonstrated no later than at the start of the Programme and is a condition for the issue of the certificate under Article 5. Further conditions are set out in the Study Agreement for a lifelong learning programme concluded by Ambis with the applicant.

(3) The amount of other administrative fees may be determined by a Rector's measure.

Art. 7
Special and Final Provisions

(1) This internal regulation was approved by the Board of Directors of Ambis University on 6 May 2026.

(2) This internal regulation repeals the Lifelong Learning Regulations of Ambis University, registered by the Ministry of Education, Youth and Sports on 8 June 2023 under ref. no. 9675/2022-8.

(3) In this internal regulation, the gender-neutral masculine is used to refer to the persons concerned.

(4) This internal regulation becomes valid, pursuant to Section 36(4) and Section 41(4) of the Act, on the date of its registration by the Ministry of Education, Youth and Sports and effective on the seventh day following the date of its registration.

Dr. rer. nat. Martina Mannová (signed)
Rector and Member of the Board of Directors