

Description of the study programme

Name of the higher education institution	Trnavská univerzita v Trnave
Address of the higher education institution	Hornopotočná 23, 918 43 Trnava
Identification number of the higher education institution	318 25 249
Name of the faculty	Pedagogická
Address of the faculty	Priemysel'ná 4, 918 43 Trnava

Institution body for approving the study programme:	Council for Internal Evaluation of the Quality of Higher Education
Date of the study programme approval or the study programme modification:	
Reference to the results of the latest periodic review of the study programme by the institution:	
Reference to the assessment report of the application for accreditation of the study programme under § 30 of Act no. 269/2018 Coll.[2]:	

1. Basic information about the study programme	
Name of the study program and its number according to the register of study programmes	Preschool Pedagogy, number:183175
Degree of higher education and ISCED-F education degree code	2., ISCED-F: 767
Place(s) of delivery of the study programme.	Priemysel'ná 4, 918 43 Trnava
Name and number of the field of study in which higher education is obtained by completing the study programme, or a combination of two fields of study in which higher education is obtained by completing the study programme, ISCED-F codes of the field/fields	38. Teaching and pedagogical sciences, ISCED FoET 2013: 0112
Type of the study programme: academically oriented, professionally oriented; translation, translation combination study programme (listing the specializations); teaching, teaching combination study programme (listing the specializations); artistic, engineering, doctoral, preparation for regulated profession, joint study programme, interdisciplinary studies	teaching
Awarded academic degree	Master (Mgr.)
Form of study	full time
In the case of joint study programmes, cooperating institutions and the range of study obligations the student fulfills at each of the given institutions (§ 54a of the Act on Higher Education Institutions).	it is not a joint study programme
Language or languages in which the study programme is delivered	English
Standard length of the study expressed in academic years	2
Capacity of the study programme:	
planned number of students	
the actual number of applicants	
the actual number of students	

2. Graduate profile and learning objectives	
Learning objectives of the study programme such as student's abilities at the time of completion of the programme and the main learning outcomes	

The basic aim of the study programme is to prepare graduates who have a higher qualification standard than that required for a teaching position in a kindergarten and who are able to take a leadership position in the teaching teams of pre-school institutions, as well as in the external environment of early care and pre-school education administration.

The program of study provides a higher level of teaching competency for early childhood education that is directed toward faculty formation: - reflect and evaluate the quality of early childhood care and education

- undertake more comprehensive tasks related to the development of early childhood and pre-school education programmes at both the nursery school level and the wider regional level
- competently evaluate the effectiveness and quality of service provision in the field,
- to lead and coordinate teaching teams at early childhood care and kindergarten level
- apply pedagogical innovations in early care and pre-school education within the different learning areas as well as the overall culture of the institution
- coordinate the cooperation of early childhood education establishments with the external environment
- advise on the professional development of the pedagogical and professional staff of kindergartens
- participate in the design of professional development programmes for teaching staff within the framework of the internal development programme of kindergartens
- to create and ensure the conditions for an inclusive environment in early childhood education
- to carry out qualified consultation activities with parents and support in the development of individual pre-school education in the home environment
- be able to successfully complete functional training for senior teaching staff in kindergartens, while meeting the requirement of the appropriate length of teaching experience

The graduate acquires the above competencies through the systematic composition of the individual courses of the curriculum, which provide:

- solid theoretical grounding and coverage of the field of study, particularly in areas such as theoretical models of early childhood education, sociological and psychological studies of childhood and early education, early care and education policy, early childhood curriculum theory and research
- acquisition of competences to actively create conditions for ensuring and developing the quality of early childhood and pre-school education through the individual components of the curriculum, while the graduate acquires the theoretical knowledge and practical skills necessary for the creation and evaluation of educational activities and programmes for individual educational programmes targeting the whole spectrum of pre-school education, from early care of the youngest age groups of children in early care institutions to compulsory pre-school education with a focus on effective transition to primary education.
- learning the skills to evaluate the quality of the different components of early childhood education through existing evaluation tools or even the development of new evaluation tools.

Graduates of the study programme represent a specific category of teaching staff in the early care and preschool education system with a higher degree of qualification and are a key group for ensuring innovation and dynamism in the development of preschool education.

<p>Professions for which the graduate is prepared at the time of completion and the potential of the study programme from the point of view of graduate's employability</p>	<p>Graduates of the field acquire higher qualifications than those required for a regular teaching position in pre-school education and kindergartens. They are thus prepared for leadership positions in the pedagogical teams of these institutions, especially for positions as heads of methodological associations, introducing teachers or, after obtaining the conditional functional education of kindergarten directors. At the same time, they are prepared to take up positions in the management and administration of pre-school education at regional level, as well as in providing professional development for the pedagogical and professional staff of kindergartens</p>
<p>Relevant external stakeholders who have provided the statement or a favorable opinion on the compliance of the acquired qualification with the sector-specific requirements for the profession</p>	<p>PaedDr. Pavol Sagan, director of the Cifer Preschool and Primary School, participated as reviewer of the study programme. The programme was consulted with the State Pedagogical Institute in Bratislava. The external members of the RVHK of the Trnava University, who are active in the field of Teaching and Educational Sciences, have also given their consenting opinion on the compliance of the acquired qualification.</p> <p>The following students also participated in reviewing the document: Dominika Glazmeková - a full-time student of the doctoral studies in the programme of School Pedagogy at the Faculty of Education, Trnava University in Trnava</p> <p>Bc. Veronika Strížencová - full-time student of the Master's degree in Teaching for Primary Education, participant of internships at foreign universities and member of the Teach for Slovakia team</p>

3. Employability

<p>Evaluation of the study programme graduates employability.</p>	<p>According to data from www.uplatnenie.sk, up to 75% of program graduates are working in their field, with an employment rate of 95%.</p>
<p>indication of the successful graduates of the study programme.</p>	<p>PhDr. Andrea Benková (member of the Board of Directors of the Slovak Chamber of Teachers)</p> <p>PaedDr. Zuzana Moncmanová, PhD. (President of SACEI - Slovak Association for Childhood Education International)</p> <p>Mgr. Zuzana Škultétyová (Member of the Board of Directors of SACEI - Slovak Association for Childhood Education Interantional)</p> <p>Mgr. Jana Lugařová (Member of the Board of Directors of SACEI - Slovak Association for Childhood Education Interantional)</p>
<p>Evaluation of the study programme quality by employers (feedback).</p>	<p>Evaluation by PdF TU graduates and employers (PaedDr. Pavol Sagan, headmaster of Cifer Preschool and Primary School) - attached</p>

4. Structure and content of the study programme

	Directive of the Rector of Trnava University in Trnava no. 1/2014 on quality assurance in higher education at Trnava University in Trnava https://www.truni.sk/sites/default/files/kvalita/smernica_rektoara.pdf Rules for approving study programmes until the approval of the internal quality assurance system of higher education at TU https://webmail.truni.sk/service/home/~/Pravidl%C3%A1%20schva%C4%BEOvania%20%C5%A1tudijn%C3%BDch%20programov.docx?auth=co&loc=sk&id=157775&part=2
Rules for the design of study plans within the study programme	
Recommended study plan	pdf enclosed
Number of credits, the achievement of which is a condition for proper completion of studies and other requirements that the student must meet within the study programme and for its proper completion	120
Conditions for admission to state examinations:	successfully completed all compulsory courses, meeting the minimum requirements in individual groups of elective courses and obtaining a total of 100 credits before the defense of the master thesis
Rules for re-study	a student may re-apply for study after a method of completion other than graduation
Rules for the extension and interruption of study	https://www.truni.sk/sites/default/files/rektor/studijny_poriadok_tu_final_web_1.pdf https://pdf.truni.sk/download?dolezite/studijny-poriadok-PdF-TU-2019.pdf
requirements for completing the individual parts of the study programme and the student's progress within the study programme in the given structure:	
- number of credits for compulsory courses required for proper completion of studies/completion of a part of studies,	96
- number of credits for compulsory optional courses required for the proper completion of studies/completion of a part of studies,	18
- number of credits for optional courses required for the proper completion of studies/completion of a part of studies,	6
- number of credits required for the completion of studies/completion of a part of the studies for the common foundations and for the relevant specialization, in the case of a teaching combination study programme or a translation combination study programme,	it is not a combination programme
- number of credits for the final thesis and the defense of the final thesis required for the proper completion of studies,	20
- number of credits for professional practice required for the proper completion of studies/completion of a part of studies,	
- number of credits required for the proper completion of studies/completion of a part of the studies for project work with the indication of relevant courses in engineering study programmes,	it is not an engineering programme
number of credits required for the proper completion of studies/completion of a part of the studies for artistic performances in addition to the final thesis in art study programmes	it is not an art study programme
Rules for verification of learning outcomes, students assessment and the possibilities of appealing against the assessment	The conditions and rules for the successful course of study and its completion, the conditions for passing state examinations, as well as other conditions and rules for resolving study-related situations are defined in the study rules of the university and faculties; https://www.truni.sk/sites/default/files/rektor/studijny_poriadok_tu_final_web_1.pdf https://pdf.truni.sk/download?dolezite/studijny-poriadok-PdF-TU-2019.pdf
g) Conditions for recognition of studies or a part of studies	Conditions and rules for recognition of previous study results are defined in the study rules of the university and faculties: https://www.truni.sk/sites/default/files/rektor/studijny_poriadok_tu_final_web_1.pdf https://pdf.truni.sk/download?dolezite/studijny-poriadok-PdF-TU-2019.pdf
The topics of final theses of the study programme	A list of theses with the supervisors and their departments is available in the Central Register of Theses. The department guaranteeing the study programme is marked with the code 102150.
Rules for the assignment, processing, opposition, defense and evaluation of final theses in the study programme	The rules for the assignment, reviewing, defence and evaluation of final theses are defined in the study rules of the university and faculties: https://www.truni.sk/sites/default/files/rektor/studijny_poriadok_tu_final_web_1.pdf https://pdf.truni.sk/download?dolezite/studijny-poriadok-PdF-TU-2019.pdf The rules for the elaboration of the final thesis are part of the directive of the Rector of the Trnava University in Trnava on bibliographic registration, control of originality, access, storage and basic requisites of final, rigorous and habilitation theses. https://www.truni.sk/sites/default/files/cis/uni_system/ezp/ezp_smernica_o_bibliografii.pdf

Opportunities and procedures for participation in student mobility	<p>The possibilities and conditions of participation in mobilities are defined in the Rector's DIRECTIVE NO. 2 2020 on the implementation of the ERASMUS + program at TU. https://www.truni.sk/sites/default/files/zo/smernica_c.2_2020_o_realizacii_programu_erasmus.pdf</p> <p>The university became a holder of the ECTS and DS Label in 2016, and for this reason after returning from the mobility, student credits are recognised, either as a substitute for study program subjects, if there is an equivalent to them, or as credits for elective courses. study rules of the university and the faculty: https://www.truni.sk/sites/default/files/rektor/studijny_poriadok_tu_final_web_1.pdf https://pdf.truni.sk/download?dolezite/studijny-poriadok-PdF-TU-2019.pdf.</p>
Rules for adherence to academic ethics and rules for drawing consequences	<p>TU has the Ethics Committee which solves questions and problems related to the observance of academic ethics by employees and students. Relevant information related to the Ethics Committee and its scope is published on the University website. https://www.truni.sk/sites/default/files/rektor/3_2015_eticky_kodex-tu-final-1.pdf</p> <p>The faculty also implements various additional activities to reduce the risk of non-compliance with academic ethics, e.g. seminars focusing on the writing of interim and final theses, additional tools to check the originality of submitted theses, etc.</p>
Procedures applicable to students with special needs	<p>The university provides full-fledged study for students with specific educational needs by creating appropriate arrangements and support services. The university coordinator together with the faculty coordinators initiate the following activities:</p> <ul style="list-style-type: none"> • identification of students with special needs, • providing information and counseling for students with special needs, • creating suitable conditions for using the services of all parts of the Student Support Center (psychological and legal counseling, sports activities), • education of teachers, staff and students of the Trnava University in order to gain the right access to students with special needs, • cooperation with the study departments of the faculties in connection with the admission procedure for students with special needs, • provision of priority accommodation for students with special needs in barrier-free areas, • establishing contacts with other organizations that are helpful for students, • provision of compensating aids (reading magnifiers, positioning couch, hearing aids, etc.). <p>The faculty coordinator for students with special needs is: PaedDr. Nada Bizova PhD., nada.bizova@truni.sk.</p> <p>All processes of obtaining and using the status are governed by the Rector's directive: https://www.truni.sk/sites/default/files/rektor/smernica_rektora_c.17_2013_o_podpore_studentov_a_uchadzacov_o_studium_so_s_pecifikymi_potrebami.pdf</p>
Procedures for filing complaints and appeals by students	<p>In the case of suggestions and appeals related to the study, evaluation of their results, students have the opportunity to submit a written complaint / application to the vice dean for pedagogical activities. If someone is interested in passing the commission exam, the procedure is in accordance with the study rules. https://pdf.truni.sk/download?dolezite/studijny-poriadok-PdF-TU-2019.pdf</p>

5. Course information sheets of the study programme

information sheet (pdf enclosed)

6. Current academic year plan and current schedule

Current academic year plan

<https://pdf.truni.sk/student?harmonogram-studia>

Current schedule

<https://pdf.truni.sk/student?rozvrhy>

7. Persons responsible for the study programme

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

prof. PhDr. Branislav Pupala, CSC., bpupala@truni.sk

List of persons responsible for the profile courses of the study programme

Doc. PaedDr. Jana Majerčíková, PhD., jana.majercikova@utb.cz
Doc. PhDr. Zuzana Petrová, PhD., zuzana.petrova@truni.sk
PaedDr. Mária Beláková, PhD., maria.belakova@truni.sk

List of the supervisors of final theses with the assignment to topics (indicating the contact details).	A list of theses with the supervisors and their departments is available in the Central Register of Theses. The department guaranteeing the study programme is marked with the code 102150.
Reference to the research/art/teacher profiles of the supervisors of final theses.	Their list and profiles are published on the following pages: https://pdf.truni.sk/katedry/ksp/pracovnici
Student representatives representing the interests of students of the study programme (name and contact details).	Bc. Gabriela Kováčová, gabriela.kovacova@tvu.sk ; Bc. Veronika Klúčovská, veronika.klucovska@tvu.sk
Study advisor of the study programme (indicating contact details and information on the access to counseling and on the schedule of consultations).	Doc. PhDr. Zuzana Petrová, PhD. https://pdf.truni.sk/katedry/ksp/pracovnici/petrova
Other supporting staff of the study programme – assigned study officer, career counselor, administration, accommodation department, etc. (with contact details).	study department: Ing. Ľubica Cepková, lubica.cepkova@truni.sk career counselor: Miroslav Koleník, info@nakac.sk , doc. Mgr. Dana Masaryková, PhD., dana.masarykova@truni.sk accommodation department: Ing. Miroslava Baranová, miroslava.baranova@truni.sk international relations department: Zuzana Jakubovská, zuzana.jakubovska@truni.sk

8. Spatial, material, and technical provision of the study programme and support	
List and characteristics of the study programme classrooms and their technical equipment with the assignment to learning outcomes and courses (laboratories, design and art studios, studios, workshops, interpreting booths, clinics, priest seminaries, science and technology parks, technology incubators, school enterprises, practice centers, training schools, classroom-training facilities, sports halls, swimming pools, sports grounds).	<p>PdF TU in Trnava has the following premises for the needs of securing the study program:</p> <ul style="list-style-type: none"> - on Priemyselná Street No. 4 in the building of the faculty headquarters: 1 hall with a capacity of 130 seats, 5 lecture rooms, each with a capacity of about 60 seats, 8 seminar rooms, each with a capacity of about 25 seats - on Hollého street in the university building: 2 lecture room with a capacity of 80 seats, 5 seminar rooms, each with a capacity of about 40 seats. Within the implementation of two projects from EU structural funds, the rooms were provided with laptop, visualizer, LCD TV, interactive whiteboard). <p>The current equipment of science-oriented departments, providing the study programme allows students to work in six specialized laboratories focusing on general and inorganic chemistry, organic chemistry and biochemistry, analytical and physical chemistry, technology and didactics of school chemical experiments, botany-plant physiology and zoology, zoology and environmental experiments. An important part of teacher training also includes professional practice at training schools. In recent years, their material equipment has been innovated within several domestic and foreign projects (eg Fibonacci and Pri-Sci-Net, Interreg).</p> <p>From the instrumentation and laboratory equipment of the laboratories of the departments, we present:</p> <p>air-conditioned cultivation room with table with artificial lighting for hydroponic and soil experiments, table pH meter (inoLab® pH 7110 SET 2), laboratory analytical scales with an accuracy of 1 mg (Kern and Sartorius), automatic pipettes stmp. Biohit Proline with optional volume, various max. volumes, high-speed analytical grinder IKA A11 basic, forced air dryer usable as a sterilizer (Nüve FN500), refrigerated (micro) centrifuge (Hettich Mikro 200R), spectrophotometer for visible and UV measurements (PGI T-60 UV / VIS), flow box for work with sterile cultures (Esco AC2-4E8 AIRSTREAM® CLASSII), microscopes Bresser Junior 40x-1024x + USB camera, UV-Vis spectrophotometer Varian Cary 50 - for determination of P, nitrites, nitrates, continuous (flow) electrochemical Ecaflow Model 150 GLP analyzer - analyzer for determination of metals, semi-metals, and organic acids, device for preparation of deionized water Millipore - (<0.05 µS.cm-1), microscope ZEISS Primostar with digital camera for microbiological experiments, centrifuge - device for easy separation molecules of substances, vacuum evaporator, pyrolysis reactor Arnold 94 (AIT Austria), analytical balances, pyrolysis furnace Carbolite EST, atomic absorption spectrometer AAS with atomization of the sample in flame i and electrothermal atomization Agilent 240FSAA - for the determination of selected metals, UV-Vis spectrophotometer Specord 50, Vernier system for the implementation of demonstration experiments in the didactics of chemistry.</p>

<p>Characteristics of the study programme information management (access to study literature according to Course information sheets, access to information databases and other information sources, information technologies, etc.).</p>	<p>The University Library of Trnava University is the central library of Trnava University (hereinafter also "TU"). It provides professional library and information services, keeps and bibliographically registers qualifications, bibliographically registers the publishing activities of teachers, researchers and doctoral students of TU, provides library and information services to students, teachers and employees of TU as well as the professional public. It organizes professional events and provides information training. It develops relations with domestic and foreign partners, especially through the exchange of documents. Mutual relations between the library and its users are regulated by the Library and Lending Regulations. The mission, basic tasks and organizational structure are defined by the Organizational Rules of the TU University Library.</p> <p>The profile of the library corresponds to the nature of study fields at TU. The main focus is on library units in the field of humanities and natural sciences. Print library units complement electronic information sources, accessible on the basis of IP addresses TU. The Faculty of Education publishes study literature (textbooks) for students exclusively in an electronic version. Educational materials are stored in the electronic library, which is freely available on the faculty's website: https://pdf.truni.sk/veda-vyskum?e-kniznica#online. A lot of materials are also published in MOODLE courses. This greatly facilitates their accessibility for students. In addition, all departments of the faculty also have their own reference libraries, which also provide students with literature, used mainly in the working on qualification theses.</p>
<p>Characteristics and extent of distance education applied in the study programme with the assignment to courses. Access, manuals of e-learning portals. Procedures for the transition from contact teaching to distance learning.</p>	<p>The university uses central information systems to implement modern forms of the teaching process and managerial activities related to management and main processes:</p> <ol style="list-style-type: none"> 1. Modular academic information system MAIS 2. Electronic education systems - EKP and Moodle, MS TEAMS 3. DAWINCI library information system 4. Virtual university 5. Financial information system SOFIA 6. Identity Management System (Novell IDM) 7. Automated Person Identification System (SAIO) 8. Information System for Administration and Management (ISSM) 9. University network systems and services <p>Within the university data network, several systems and services are available to users, which are centrally managed on university servers:</p> <ol style="list-style-type: none"> a) Wireless data network (wifi) services b) Webhostig services for websites of components HERE c) University data archiving system d) MeetVideo and EVO video conferencing systems <p>During the time of the pandemic, the university ensured a smooth transition to online education through Moodle and MS Teams, subjects whose nature did not allow this transition were provided in blocks, or their implementation was postponed to the next teaching period.</p>
<p>Institution partners in providing educational activities for the study programme and the characteristics of their participation.</p>	<p>The implementation of all teacher-type study programmes involves mainly mentor teachers from contracted training schools. The faculty has a list of common partner schools that provide qualified professionals, able to participate in providing all types of professional practices to our students. The implementation of the study programme also relies significantly on partnership cooperation with directly managed organisations of the Ministry of Education and Science of the Slovak Republic, especially with the Methodological and Pedagogical Centre and the State Pedagogical Institute. The programme is significantly supported by lecturers' stays of teachers from partner departments of foreign universities from the European and non-European continent.</p>

Characteristics of the possibilities for social, sports, cultural, spiritual and social activities.	The university also creates conditions for its students for regular sports activities. Athletes can choose from: football, volleyball, basketball, futsal, floorball or swimming. Since 2004, it has been organizing Sports Days, the aim of which is competition between students and employees of individual parts of the university. Traditionally, competitions in basketball, volleyball and futsal are held for the TU rector's cup and table tennis tournaments for the master of the university. The best athletes from these competitions represent the university at regular academic competitions in the Slovak Republic or occasional competitions between Slovak universities. In addition, students have the opportunity to sign up for various dance and aerobic classes. An overview of the offered activities is published at: https://www.truni.sk/sportove-aktivity . The university also has a student council which organizes various social, cultural and sports activities for students (https://www.facebook.com/studentska.rada.truni/), and spiritual activities are provided by the university pastoral center (https://upece.sk/).
Possibilities and conditions for participation of the study programme students in mobilities and internships (indicating contact details), application instructions, rules for recognition of this education.	The possibilities and conditions of participation in mobilities are defined in the Rector's DIRECTIVE No. 2 2020 on the implementation of the ERASMUS + program at TU. https://www.truni.sk/sites/default/files/zo/smernica_c.2_2020_o_realizacii_programu_erasmus.pdf The university became the holder of the ECTS and DS Label in 2016, and for this reason student credits are recognized after returning from mobility, either as a substitute for study program subjects, if there is an equivalent to them, or as credits for elective courses, as stated by study rules of the university and the faculty: https://www.truni.sk/sites/default/files/rektor/studijny_poriadok_tu_final_web_1.pdf https://pdf.truni.sk/download?dolezite/studijny-poriadok-PdF-TU-2019.pdf .

9. Required abilities and admission requirements for the study programme applicants	
Required abilities and necessary admission requirements.	Applicants who have already obtained a qualification as a teaching staff member for pre-primary education at a lower level of education are preferably admitted to this programme. The admission options and conditions for each programme of study for the following academic year are included in the annually approved admission requirements document. The current admission conditions are published on the faculty's website, as well as on the portal vs: https://pdf.truni.sk/download?priijimacie-konanie/priijimacie-konanie-bc-2021-1-kolo.pdf The Faculty also publishes the requirements for the minimum competences necessary for studying on study programmes accredited at the Faculty of Education of the Trnava University in Trnava: https://pdf.truni.sk/download?priijimacie-konanie/priijimacie-konanie-minimalna-sposobilost-2021.pdf
Admission procedures.	Admission procedures and requirements are defined in the study rules of the university and faculties: https://www.truni.sk/sites/default/files/rektor/studijny_poriadok_tu_final_web_1.pdf https://pdf.truni.sk/download?dolezite/studijny-poriadok-PdF-TU-2019.pdf
Results of the admission process over the last period.	Applicants who have met the set requirements for admission to study are sent a decision on admission to study with other relevant documents. The results of the admission procedure are part of the academic information system.

10. Feedback on the quality of provided education	
Procedures for monitoring and evaluating students' opinions on the study programme quality.	The Trnava University has created an internal quality system based on national and international quality assessment frameworks for universities. The processes of monitoring the quality of the study programme and monitoring the opinions of students are carried out according to the Directive of the Rector of Trnava University no. 1/2014 on quality assurance in higher education at the Trnava University in Trnava. https://www.truni.sk/sites/default/files/kvalita/smernica_rektora.pdf
Results of student feedback and related measures to improve the study programme quality.	The results of the feedback of graduates, together with the opinion and possible solution of the identified problems, are published on the intranet of the university and remain in the academic information system MAIS.
Results of graduate feedback and related measures to improve the study programme quality.	The results of the graduate feedback analysis, together with the opinion of the university management or faculties are published on the Internet of the university or the relevant faculty.

References to other relevant internal regulations and information concerning the study or the study programme student (e.g study guide, accommodation regulations, fee directive, guidelines for student loans, etc.).
