

Statute of the Ministry of Education, Science, Research & Sport of the Slovak Republic

Clause 1.

Introductory provisions

(1) Statute of the Ministry of Education, Science, Research & Sport of the Slovak Republic (hereinafter simply the “Statute”) on the basis of generally binding legal regulations¹ specifies the competence and tasks of the Ministry of Education, Science, Research & Sport of the Slovak Republic (hereinafter simply the “Ministry”), lays down the principles of its activities and internal organisation, relationships between the Ministry and other central state administration bodies, other bodies and organisations, legal entities and individuals.

(2) Tasks, principles of activities and principles of the Ministry’s organisation, as set out in the Statute, become binding upon issue of organisational code of the Ministry.

Clause 2.

Basic provisions

(1) The Ministry operates on the basis of Act no. 575/2001 Coll. on the organisation of government activities and on the organisation of the central state administration, as amended (hereinafter simply the “Act”).

(2) The Ministry is a budgetary organisation of the State that is linked to the state budget in its revenue and expenditure.²

(3) The Ministry is a legal entity, acting on its own behalf in legal relationships.

(4) The Ministry is seated in Bratislava.

Clause 3.

Competence of the Ministry

(1) The Ministry is the central state administration authority of the Slovak Republic for kindergartens, elementary schools, secondary schools and higher education institutions, school educational facilities, life-long education, science and technology, state care for youth and sport.

(2) Under its competence, the Ministry establishes budgetary organisations and government-subsidised organisations, oversees and assesses their activities.

¹ For example, Act no. 245/2008 Coll. on training and education (the Education Act) and on the amendment of certain acts; Act no. 131/2002 Coll. on higher education institutions and on the amendment of certain acts, as amended; Act no. 172/2005 Coll. on organisation of state support for research and development and on the amendment of Act no. 575/2001 Coll. on organisation of government activities and organisation of central state administration, as amended; Act no. 300/2008 Coll. on organisation and promotion of sport and on the amendment of certain acts; Act no. 568/2009 Coll. on lifelong learning and on the amendment of certain acts; Act no. 317/2009 Coll. on teaching staff and professional employees and on the amendment of certain acts; Act no. 282/2008 Coll. on support of youth work and on the amendment of Act no. 131/2002 Coll. on higher education institutions and on the amendment of certain acts, as amended.

² Act no. 523/2004 Coll. on budgetary rules of the public administration and on the amendment of certain acts, as amended.

Clause 4.
Key tasks of the Ministry

(1) In the field of education at **kindergartens**, elementary **schools** and secondary schools and in school educational facilities the Ministry

- a) governs the implementation of state administration in education;
- b) prepares the white paper on development of education in the Slovak Republic;
- c) prepares and issues generally binding legal and other regulations;
- d) issues and publishes national education programmes, framework curriculums and education standards;
- e) creates strategic, conceptual and methodological documents for vocational education and training;
- f) approves textbooks, vocational teaching texts and teaching materials;
- g) administers the network of schools, school educational facilities, practical training centres and practical training workplaces;
- h) sets rules for the selection and filling of managerial functions and other functions in the education sector;
- i) manages the experimental verification of management, organisation, content and implementation of the education process at schools and school educational facilities;
- j) sets the system of study fields and study fields in vocational education and training and content of vocational education and training;
- k) sets rules for accreditation of education projects and organisations providing continuous training of teaching staff and professional staff;
- l) administers the central register of children, pupils and students;
- m) administers the central register of teaching staff, vocational staff and other staff of schools and school facilities;
- n) carries out financing of regional schools and oversees the use of these funds;
- o) draws up the norms of spatial, material and instrument equipment of schools, school educational facilities, practical training centres and practical training workplaces;
- p) gathers data on the number of children and students for budgetary purposes for a calendar year and prepares the methodology for the breakdown of normative and non-normative funds for regional schools;
- q) ensures financing of schools established by the state, recognised churches or religious societies and financing of schools established by other legal entities or individuals;
- r) provides specific-purpose funds for development projects and ensures supervision over the fulfilment of the programme of school-related construction projects;
- s) performs oversight of compliance with efficiency, effectiveness and expediency in the economic management of public funds provided from the Ministry's budget;
- t) by means of the State School Inspectorate and the regional schools authority, fulfils the function of state control over the level of teaching governance, the level of training and education, and material and technical conditions, including practical training at schools and school educational facilities, practical training centres and educational institutions;

- u) by means of the regional schools authority and the National Institute for Certified Educational Measurement, continuously monitors education results and education trends in international comparisons;
 - v) announces and coordinates competitions for children and students of elementary and secondary schools, and provides the organisation of their participation in selected international competitions;
 - w) organises the selection of secondary-school students for studying abroad subject to international agreements;
 - x) creates a system of financial and material provision for students and ensures school catering;
 - y) creates conditions for safety and protection of health in training and education.
- (2) In the field of higher education institutions the Ministry
- a) creates the conditions for development of higher education institutions and higher education in the framework of accredited study programmes at higher education institutions of all types;
 - b) prepares, annually updates and publishes long-term intention in education, research, development, arts and other creative activity for the area of higher education institutions;
 - c) annually prepares and publishes annual report on the state of higher education, determines the date and form for submitting the annual report on the activity and economy of a higher education institution;
 - d) discusses and evaluates long-term objectives of public higher education institutions and private higher education institutions and updates them; sets the date and form for submitting these long-term objectives;
 - e) prepares and updates the methodology for setting state-budget subsidies from the Ministry's budgetary chapter to the higher education institutions and, on the basis of this methodology, sets and provides such subsidies following prior opinions expressed by the representative authorities of higher education institution;
 - f) following a prior opinions by the representative authorities of higher education institution, decides in justified cases to limit the year-on-year increase in the number of regular students for whom it will provide funds to individual higher education institutions;
 - g) keeps a register of individual internal regulations of higher education institutions;
 - h) oversees compliance with generally binding legal regulations in the field of higher education;
 - i) oversees the management of public higher education institutions and private higher education institutions of state-budget funds;
 - j) proposes to the government the granting of state consent,³ a change of name and inclusion of a private higher education institution;
 - k) issues and administers the system of study fields and publishes it together with a description of study fields of higher education;

³ Act No. 131/ 2002 Coll. on higher education institutions and on the amendment of certain laws, as amended.

- l) gathers and uses information from the registers of students at individual higher education institutions in accordance with special regulations, and keeps a register of the staff at higher education institutions;
 - m) recognises documents on education issued by foreign higher education institutions or other authorities authorised to do so;
 - n) provides for the activity of the Accreditation Board and representative authorities of higher education institutions in terms of material needs and finance;
 - o) regulates the conditions for financial and material provision for foreigners studying in the Slovak Republic and of Slovak citizens during their studies abroad;
 - p) regulates details on the supplementary pedagogical study to obtain pedagogical capacity to train and educate at schools and school educational facilities;
 - q) licences foreign higher education institutions to operate in the Slovak Republic;
 - r) at the request of a higher education institutions, issues an opinion regarding a request to recognise a document on education issued by a foreign higher education institution or higher education institution from a third country for academic purposes;
 - s) issues by decree a list of higher education institutions operating in the Slovak Republic, broken down to public higher education institutions, state higher education institutions, private higher education institutions and higher education institutions operating on the basis of a licence; in the case of a university-type higher education institution it is indicated that this is a university-type higher education institution;
 - t) creates the conditions for granting social support and scholarships for students;
 - u) creates the system of subsidies for direct support for the development of science, technology and art activities at higher education institutions.
- (3) In the area of lifelong education the Ministry
- a) performs implementation of the strategy for lifelong education and lifelong education guidance and advice;
 - b) performs accreditation of continuing education programmes;
 - c) sets the rules and procedures for verifying and recognising continuing education results intended for the acquisition of partial or full qualification;
 - d) creates the national system of qualifications;
 - e) create, uses and makes available to the public the information system of continuing education;
 - f) creates a system of monitoring and forecasting education needs in continuing education;
 - g) oversees compliance with the accreditation conditions and compliance with conditions for granting a licence to carry out tests and examinations to verify professional capacity;
 - h) ensures the participation of the Slovak Republic in educational programmes of the European Union;
 - i) ensures financing of lifelong education from the state budget and oversees the efficient use of state budget funds.
- (4) In the area of science and technology the Ministry

- a) ensures the creation and implementation of the state science and technology policy, including coordination, legal and financial tools in the field of science and technology;
 - b) ensures coordination of activities of central state administration authorities and the Slovak Academy of Sciences in the area of science and technology;
 - c) ensures financing of science and technology and oversees the efficient use of state budget funds spent on science and technology;
 - d) ensures state research and development programmes and state programmes for the development of research and development infrastructure;
 - e) ensures and organises processes related to the implementation of incentives for research and development;
 - f) ensures information and communication systems for the needs of research and development;
 - g) governs the conditions for the provision of research and development incentives to commercial companies seeking to increase the level of research and development;
 - h) provides incentives for research and development and oversees their use;
 - i) ensures evaluation of competence of persons to perform research and development;
 - j) ensures international scientific and technological cooperation, including EU programmes for research, technological development and demonstrations, and the participation of Slovakia in international research centres and initiatives of the European Union;
 - k) carries out activities relating to the definition of priorities and the method of using funds for the area of science and technology;
 - l) proposes systemic measures in the field of the popularisation of science and technology in society, including the presentation and promotion of Slovak science and technology obtained abroad;
 - m) fulfils tasks ensuing from the Treaty of Accession of the Slovak Republic to the European Communities in the field of science and technology;
 - n) ensures, in terms of organisation and administration, the activity of the Government Council of the Slovak Republic for Science and Technology.
- (5) In the area of care for children and youth the Ministry
- a) coordinates activities of state administration authorities and territorial self-government authorities in planning and implementing state policy in relation to children and youth;
 - b) prepares a white paper for state policy in relation to children and youth and update the proposals of long term intentions of the Government of the Slovak Republic and draft legal regulations in this area falling within the competence of the Ministry;
 - c) governs and oversees execution of state administration within the section of work with youth that falls within the competence of the Ministry;
 - d) creates legal, organisational, research and economic conditions for the development of work with youth and supports the activity of legal entities and individuals in the area of work with youth;
 - e) prepares the white paper for training youth volunteers, young leaders, youth leaders and youth workers;

- f) prepares the methodology for providing state-budget subsidies to support the work with children and youth;
 - g) methodologically guides activities of leisure-time centres and educational hobby centres;
 - h) issues decisions on accreditation of educational facilities in the area of work with youth;
 - i) prepares documentation for the inclusion of leisure-time centres and school educational hobby centres in the network of schools and school educational facilities;
 - j) participates in the implementation of interstate agreements and international treaties in the area of programmes and activities in relation to children and youth and proposes the representation for the Slovak Republic in international organisations in this area;
 - k) cooperates with the Youth Council of Slovakia and the Association of Youth Information Centres, with the Committee of Ministers for Children and Secretariat of the Committee of Ministers for Children in creating and implementing regional and local policies in relation to children and youth;
 - l) ensures financing for care for children and youth from the state budget and oversees the efficient use of state budget funds.
- (6) In the area of state care for sport the Ministry
- a) organises and oversees the implementation of the state policy in the field of sport and coordinates the activity of other public administration authority and other legal entities and individuals in its implementation;
 - b) manages and oversees the execution of state administration in the area of sport and administers the information system in the area of sport;
 - c) creates the conditions for the development of sport, ensures financing of sport from state budgets and controls the efficient use of state-budget funds;
 - d) prepares and presents to the government the draft National Sport Programme, coordinates this Programme and carries out supervision over its implementation;
 - e) create conditions for selecting and preparing sports talents and athletes and for sport representation;
 - f) supports sport among children and youth at out-of-school time and recreational sport projects;
 - g) supports training and education in the area of sport and approves the Common Education System of Sports Experts in the Slovak Republic;
 - h) decides on accreditation of educational facilities in the area of sport;
 - i) supports the organisation of major international sporting events in the Slovak Republic;
 - j) provides cooperation in building sports infrastructure of particular importance;
 - k) compiles the anti-doping programme, publishes a list of doping substances and a list of doping substances for therapeutic purposes;
 - l) regulates the organisation of the athletes' training for representation of the Slovak Republic;
 - m) ensures bilateral and multilateral cooperation in the area of sports;

- n) oversees compliance with economy, efficiency, effectiveness and expediency in the management of public funds provided from the Ministry's budget.

Clause 5.

Other tasks of the Ministry

(1) The Ministry further fulfils tasks

- a) in relation to the state budget;
- b) in the administration of state assets;
- c) in the field of legislation;
- d) in the area of controlling;
- e) in the area of crisis management and protection of classified information;
- f) in the area of international relations;
- g) in the area of European affairs;
- h) in the area of the development of a single information system, informatics and informatisation;
- i) the area of civilian protection;
- j) in the area of state statistics.

(2) A more detailed definition of tasks referred to in clause 5(1) is set out in the organisational code of the Ministry.

Clause 6.

Principles of activities and organisation of the Ministry

(1) The Ministry is governed by and for its activities is responsible the Minister of Education, Science, Research & Sport of the Slovak Republic (hereinafter simply the "Minister").

(2) At the time of his/her absence, the Minister is represented in the scope of his/her rights and obligations by the secretary of state, appointed and recalled by the Government of the Slovak Republic on the basis of the Minister's nomination. The Minister may authorise representation within the scope of his/her rights and obligations by the secretary of state also in other cases.

(3) The technical-organisational provision and staffing for activities of the Ministry is performed by the civil service office of the Ministry. The civil service office is governed by and for its activities is responsible the head of the civil service office, appointed and recalled by the Government of the Slovak Republic on the basis of the Minister's nomination.

Clause 7.

Organisational structure of the Ministry

(1) The Ministry is organisationally divided into sections. Sections are divided into divisions and divisions may be divided into departments. A section is the basic organisational level of management and decision-making, task bearer of the Ministry according to the defined spheres of the specified professional activities. The Minister can set up a separate division or separate department, or add a specialised unit of the Ministry.

(2) The internal organisational structure of the Ministry, the scope of competence and mutual relations between organisational units of the Ministry, the scope of authorisations and responsibilities of the managerial staff is governed by the organisational code of the Ministry.

Clause 8.

Relations between the Ministry and other ministries, other central state administration authorities, other authorities and organisations, legal entities and individuals

(1) In performing its tasks, the Ministry cooperates with bodies of central state administration and other bodies and organisations.⁴

(2) The Ministry has the right to require from local state administration authorities and from other organisations documents necessary for its management activity.

(3) At the request of central state administration authorities, the Ministry is required to prepare documents necessary for the performance of their activities in accordance with Act no. 575/2001 Coll. on the organisation of the activity of the government and central state administration organisations as amended.

(4) In the framework of its competence, the Ministry solves, in cooperation with trade union organisations, significant issues in the area of state-employee relationships, labour-law relationships, staff remuneration, social security, occupational health and safety, and the conclusion of agreements on cooperation and mutual partnership relationships.

Clause 9.

Repealing provision

The Statute of the Ministry of Education of the Slovak Republic, approved by Resolution of the Government of the Slovak Republic no. 232 of 24 March 1998 is repealed.

Clause 10.

This Statute was approved by the Government of the Slovak Republic in its Resolution no. 412/2010 of 23 June 2010 and enters into effect on 1 July 2010.

Minister

⁴ For example, § 38 of Act no. 575/2001 Coll.

Content

STATUTE OF THE MINISTRY OF EDUCATION, SCIENCE, RESEARCH & SPORT OF THE SLOVAK REPUBLIC 1

Clause 1.	Introductory provisions	1
Clause 2.	Basic provisions	1
Clause 3.	Competence of the Ministry	1
Clause 4.	Key tasks of the Ministry	2
Clause 5.	Other tasks of the Ministry	7
Clause 6.	Principles of activities and organisation of the Ministry	7
Clause 7.	Organisational structure of the Ministry	7
Clause 8.	Relations between the Ministry and other ministries, other central state administration authorities, other authorities and organisations, legal entities and individuals	8
Clause 9.	Repealing provision	8
Clause 10.	Approval	