

# **Dean's Regulation TF 8/2024 on the Announcement of Admission Conditions for English-Taught Study Programs at the Faculty of Engineering for the Academic Year 2025/2026**

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In accordance with Sections 48 to 51 of Act No. 111/1998 Coll., on Higher Education Institutions, and in compliance with related study regulations, the Dean of the Faculty of Engineering, Czech University of Life Sciences Prague (CZU), announces the conditions for the admission process to bachelor's and master's degree programs taught in English for the academic year 2025/2026.

## **A/ THREE-YEAR BACHELOR'S DEGREE PROGRAMS**

Basic Admission Requirements: Applicants must have completed secondary education or vocational secondary education. The Faculty of Engineering specifies the following additional conditions for the proper conduct of the admission process:

### **Application Deadline: December 31, 2024**

Applications must be submitted electronically by completing the form at <https://is.czu.cz/prihlaska/>. Applications can be submitted from September 10, 2024, to December 31, 2024. A processing fee of CZK 750 must be paid to register the application fully. Payment methods include - Online payment by card, Bank transfer or Cash payment at the CZU cash desk.

Payment details: Account number: 500022222/0800, Constant symbol: 0179

Specific symbol: Automatically generated upon completing the e-application

Variable symbol: 3175000125, Recipient's address: CZU in Prague, Kamýcká 129, 165 00 Prague – Suchbát

Important: Payment proof is not required unless the faculty requests it in case of doubts. Applications without the fee appropriately matched to the payment details will be deemed incomplete and excluded after a specified deadline in the notice.

The fee is non-refundable at any stage of the admission process.

**Bachelor's Degree Program Offered:****Agricultural Engineering (Full-time study only)**

Admission Exam Subjects: Oral interview assessing knowledge in: Mathematics, Physics, General knowledge and English language.

Exam Procedure: Applicants will receive an invitation via the University Information System application, specifying the date, location, and time. The interview may be conducted online using electronic communication tools (simultaneous video and audio transmission is required).

Documents Required Before the Admission Exam:

- Valid ID card (passport for foreign nationals)
- Original high school graduation certificate (foreign nationals must provide recognition of equivalence or proof of assessment of foreign education).

**Missed Exams:**

Applicants unable to attend the exam for valid reasons (e.g., illness, confirmed by a medical certificate) may request a rescheduled exam date in writing, no later than the original exam date. Decisions on properly submitted requests rest with the Dean. Late requests will not be considered.

Additional Notes for Foreign Applicants:

Applicants who completed secondary education abroad and do not have a recognition certificate by the admission exam date may still participate. However, they must provide the recognition document (or proof of internal assessment) at the latest during enrolment.

**Important Dates:**

Admission Exam: Individually scheduled in January 2025

Rescheduled Exam: Individually scheduled in February 2025

Admission Decision Issuance: By February 28, 2025

Appeal Decision Issuance: By March 31, 2025

Admission decisions will be sent via registered mail or electronically in special cases.

**Evaluation Criteria:**

Maximum score: 30 points

Minimum score for admission: 14 points

Applicants will be ranked by their total score, with admission granted based on rank and program capacity.

Expected number of admitted students: 15

Prohibited During Exams: The use of any electronic or technical devices (except for online communication tools for virtual interviews).

**Enrolment:**

Individual enrolment dates depend on visa processes. The latest enrolment date is September 15, 2025.

**B/ TWO-YEAR MASTER'S DEGREE PROGRAMS****Basic Admission Requirements:**

Applicants must have successfully completed a bachelor's or master's degree. The Faculty of Engineering specifies the following additional conditions:

**Application Deadline: December 31, 2024**

Applications must be submitted electronically by completing the form at <https://is.czu.cz/prihlaska/>. Applications can be submitted from September 10, 2024, to December 31, 2024. A processing fee of CZK 750 applies for each program.

Payment methods include - Online payment by card, Bank transfer or Cash payment at the CZU cash desk.

Payment details: Account number: 500022222/0800, Constant symbol: 0179

Specific symbol: Automatically generated upon completing the e-application

Variable symbol: 3175000125, Recipient's address: CZU in Prague, Kamýcká 129, 165 00 Prague – Suchbát

Important: Payment proof is not required unless the faculty requests it in case of doubts. Applications without the fee appropriately matched to the payment details will be deemed incomplete and excluded after a specified deadline in the notice.

The fee is non-refundable at any stage of the admission process.

#### **Master's Degree Programs Offered:**

- **Technology and Environmental Engineering (Full-time study only)**
- **Agricultural Engineering (Full-time study only)**

#### **Prerequisite Subjects and Admission Exam Requirements:**

Prerequisite subjects from prior bachelor's studies: At least one semester of: Mathematics, Physics, Basic technical disciplines (proof required via transcript or Diploma Supplement).

Admission Exam: Oral interview assessing knowledge in: English language, Mathematics, General knowledge.

Exam Procedure: Applicants will receive an invitation via the University Information System application, specifying the date, location, and time. The interview may be conducted online using electronic communication tools (simultaneous video and audio transmission is required).

#### **Documents Required Before the Admission Exam:**

- Valid ID card or passport
- Original bachelor's diploma and transcript of final exams (Diploma Supplement). Foreign nationals must provide recognition of equivalence or proof of assessment of foreign education. These documents may be submitted during enrollment.

#### **Missed Exams:**

Applicants unable to attend the exam for valid reasons (e.g., illness, confirmed by a medical certificate) may request a rescheduled exam date in writing, no later than the original exam date. Decisions on properly submitted requests rest with the Dean. Late requests will not be considered.

#### **Important Dates:**

Admission Exam: Individually scheduled in January 2025

Rescheduled Exam: Individually scheduled in February 2025

Admission Decision Issuance: By February 28, 2025

Appeal Decision Issuance: By March 31, 2025

Evaluation Criteria:

Maximum score: 40 points

Minimum score for admission: 20 points

Applicants will be ranked by their total score, with admission granted based on rank and program capacity.

Expected number of admitted students:

Technology and Environmental Engineering: 10

Agricultural Engineering: 10

Prohibited During Exams: The use of any electronic or technical devices (except for online communication tools for virtual interviews).

Enrolment:

Individual enrolment dates depend on visa processes. The latest enrolment date is September 15, 2025.

Documents Required at Enrolment:

- Valid ID card or passport
- Original bachelor's diploma and transcript of final exams (Diploma Supplement), or recognition of foreign education or internal evaluation results for foreign applicants.

## **C/ Other Provisions**

Tuition Fees:

Bachelor's and master's programs taught in English are subject to tuition fees.

Communication:

Email communication may be used for the admission process. Applicants are responsible for maintaining functional email addresses.

Second Round of Admissions:

The Dean may announce a second admission round for the academic year 2025/2026.

Admission Reports:

Reports on previous admission rounds for bachelor's and master's programs are available on the faculty's electronic notice board.

Issued in Prague, September 15, 2024

doc. Ing. Jiří Mašek, Ph.D.  
Dean of the Faculty of Engineering, CZU Prague

This document has been discussed and approved by the Academic Senate of the Faculty of Engineering on September 15<sup>th</sup>, 2024.