

**Further conditions for admission into the study programme Spatial planning  
for the bachelor's study  
in the SP Spatial Planning  
in the academic year 2021/2022  
at the Slovak University of Technology, Institute of Management of STU**

**Form of study:** full-time

**Degree of study** first

**Standard length of study** 3 years

**Awarded academic title after the completion of study programme** Bc.

**The language in which the programme is organized:**

<b>ID of the study programme</b>	<b>Title of the SP</b>	<b>Title of the BS</b>	<b>Language of the provision</b>
104574	Spatial Planning	Spatial Planning	English language
11021	Spatial Planning	Spatial Planning	Slovak language

Under the § 57 of the Act No. 131/2002 Coll. on universities and the change and amendments of some acts (herein after just 'Act'), as well as the article 21 of the Statute of the SUT and the article 4 of the internal guideline No 5/2013 the Rules and Conditions for the Admission for the Study of Study Programmes of the first, second and third grade at the Slovak University of Technologies in Bratislava in the wording of the Annex No 1 further conditions are determined for the admission for the engineering study programmes (hereinafter just SP) Spatial Planning provided at the Institute of Management of the Slovak University of Technologies in Bratislava (herein after just 'IM SUT or 'SUT') in the academic year 2021/2022.

1. The number of applicants which IM SUT plans to admit
2. Required documents to the application form for the study and the way of submission of the application form
3. The form and frame content of the entrance examination:
4. The way of verification of fulfilment of the conditions for acceptance and assessment of the results of the entrance test

**1. The number of applicants which IM SUT plans to admit**

In the academic year 2021/2022, IM SUT plans to admit the applicants for the study in the engineering SP spatial planning and investment planning in the industrial enterprise after to completion of the conditions for the admission.

<b>ID of the study programme</b>	<b>Title of the SP</b>	<b>Title of the BS</b>	<b>Language of the provision</b>	<b>Estimated number of admitted applicants</b>
104574	Spatial Planning	Spatial Planning	English language	15
11021	Spatial Planning	Spatial Planning	Slovak language	40

**The basic condition for admission** to study in the SP of the first grade is acquiring of the complete secondary school education or secondary professional education and payment for the costs for the admission examination.

**Further conditions for acceptance** for the study of the SP Spatial Planning are:

- a) Applicants with the overall study average from the secondary school up to 2.8 including (without calculating the school results from the last year) do not have to undergo the entrance test.
- b) Applicants who graduated with the overall average from the secondary school over 2.8 (without counting the last school year) have to pass the entrance test successfully

And to pay entrance test fee for the provision of the entrance test.

## **2. Required documents for the application form for the study and the delivery of the application form**

- 2.1. The application forms are delivered **in the time determined for the submission of the application forms in the sense of approved period for the admission.**
- 2.2. The application form needs to be submitted **in the electronic form without secured signature using the academic information system of the SUT** (from now on just 'AIS').

An applicant for the study **might also deliver paper form of the application form filled out the AIS on the application form prescribed by the Ministry of Education, Science, Research and Sports of the Slovak Republic** to the address: Slovenská technická univerzita, Ústav manažmentu, study department, Vazovova 5, 812 43 Bratislava.

Posting of the application form (electronically or by mail) together with required attachments stated in the count 2.3. It is an inevitable condition for the successful submission of the application form for the study at the SUT.

## **2.3. Required documents to the acceptance for study:**

- a) Curriculum vitae
- b) Proof of payment of the fee for material management of the admission (a receipt of the postal order, bank receipt about money transfer or the account statement, from which the fee was paid, the readable name and surname of the applicant for whom the fee was paid has to be clear), adds just an applicant who did not pay the fee for material management of the admission with the payment card in the application of the electronic application form in the AIS.
- c) **Applicants who sit for leaving examination in 2021** fill in the application form marks and averages just from annual school reports for the 1st up to 3rd year (4-year study), for the 1st to 4th year (5-year study), which are confirmed by the seal and signature of the secondary school representative. The certified copy of the school leaving certificate is necessary to be delivered just after passing the school-leaving examination.
- d) **Applicants who passed the school-leaving examination earlier than in 2021** shall enclose certified copies of secondary school annual certificates and school leaving certificate.
- e) **Applicants who passed the school-leaving examination abroad** shall enclose a certified document about completed secondary education together with the decision about the recognition of the document issued by the district office in the seat of the region in the wording of § 36 or 39 of the Act No. 422/2015 Coll. on recognition of

- documents on education and on recognition of professional qualifications and on changing and amending certain laws as amended.
- f) **The applicants who apply for the study programme in the English language** submit the certificate on the knowledge of language/the document on the state examination in the English language, TOEFL, IELTS and so on.
  - g) **Applicants with specific needs** submit with their application form also application form for assessment of their specific needs and determination of the extent of supportive services for admission in the sense of Rector's Directive No 5/2013-SR, which is published on [http://www.stuba.sk/sk/studentov/studenti-a-uchadzaci-so-specifickymi-potrebami.html?page\\_id=6717](http://www.stuba.sk/sk/studentov/studenti-a-uchadzaci-so-specifickymi-potrebami.html?page_id=6717) due to the creation of adequate conditions for participation in the entrance test from the side of the SUT. The applicants with specific needs at their request based on the assessment of their specific needs will have the form and way of taking part in the entrance examination with considering their specific needs.

In case of delivered application form electronically, an applicant will deliver also required documents to the application form scanned and inserted as a pdf attachment. Accepted applicant will deliver the certified copy of the document on the fulfilled condition for the acceptance for the study of the study programme, which is the school-leaving certificate or the document proving the recognition of the completed secondary education according to letter c) up to e) of this paragraph in the day of the enrolment for the study at the latest.

In case the application form does not contain all data or not all required documents published in this point are attached, the IM SUT is entitled to ask the applicants to fix the drawbacks of the application form and the completion of the missing documents in the determined time. If applicants do not fulfil this condition in the given time, they will receive the decision about not acceptance for the study in SP due to not fulfilment of conditions for acceptance to the study.

### **3. The form and frame content of the entrance examination**

The applicants will be invited for the entrance examination in writing at least two weeks before.

The entrance examination is done as a written test and it is anonymous. The aim of the entrance examination is in the form of a test to check the abilities and skills of an applicant. The exam consists of tests from spatial imagination and special tests oriented to creativity, spatial perception, reasoning and overview of an applicant in natural and social sciences in the extent of secondary school knowledge.

The aim of the entrance examination is to test the applicant's suitability for the study programme in spatial planning. As it is an interdisciplinary branch integrating technical, natural, economic and social studies the entrance examination consists of tasks testing namely applicant's ability to think creatively (creativity test) and ability to think synthetically and logically integrate information and knowledge (test of reasoning). These tasks are built on elementary knowledge from a secondary school, but they are not focused on its testing but on the testing of the ability to utilize it. As it concerns spatial planning, the part of the entrance examination is the testing of the applicant's ability to work actively in the abstract 3-dimensional space (test of spatial perception). The test of a general overview of natural and social sciences the applicant shows in questions relevant for the branch of spatial planning included in knowledge from secondary school (society studies, geography) and his/her interest in this specific branch.

#### **4. The way of verification of fulfilment of the conditions for acceptance and assessment of the results of the entrance test**

In particular parts of the entrance examination, the applicant can gain the following points:

- Creativity test and test of spatial perception **maximum 60 points**
- Test of logical thinking and general knowledge in natural and social sciences **maximum 40 points.**

The applicant might gain a maximum of 100 points, successful passing of the entrance examination is conditioned by gaining a minimum 50 points.

The applicant who does not have to pass the entrance test gains the maximum of 100 points.

The assessment of the results of the entrance examination is provided by the entrance evaluation board, which is appointed by the rector of the SUT. The entrance evaluation board submits the proposal for the admission of the successful candidates for the study to the rector of the SUT.

The evaluation of the entrance examination results is done in the form of an anonymous point evaluation of tasks. The results of the entrance test are determined depending on the number of gained points. The list of admitted candidates (applicants accepted without the entrance test and applicants accepted based on passing the entrance test) will be published on the website of the IM SUT in the order depending on the gained points, in accordance with the EU Regulation No 2016/679 on GDPR and the Act No 18/2018 Coll. on the protection of personal data as subsequently amended.

The list of accepted applicants with the stated number of gained points is done as follows:

- a) Applicants without entrance test with a maximum of 100 points,
- b) applicants after passing the entrance test ordered according to results of the entrance test. Successful completion of the entrance test requires a minimum 50 points.

The applicants who do not fulfil the basic condition of the acceptance for the study at the time of verification of fulfilment of the conditions for admission might be accepted for the study conditionally. They are obliged to prove the fulfilment of the basic condition for the admission for the study in **the day of enrolment for the study at the latest.**

The decision on the result of the entrance procedure is delivered to the candidates in writing as the registered mail within 30 days after the verification of the fulfilment of the conditions for admission for the study, i.e. since the date of the session of the entrance evaluation committee.

The applicants without a known place of residence are published on the public notice board of the IM SUT within 15 days. As the latest day of this period as considered the day of delivery.

The applicant can submit the request for reviewing of the decision on the result of the entrance examination by eight days since the day of its delivery to the rector of the SUT. The application form is sent to the address: Slovenská technická univerzita, Ústav manažmentu, study department, Vazovova 5, 812 43 Bratislava.

The rector of the SUT can call the second round of the admission procedure in case the planned number of admitted applicants to SP Spatial planning is not fulfilled in the sense of the point 1 of these conditions. The terms for the submission of the application form and session of the entrance examination board will be published on the website of the Slovak University of Technologies, IMSUT in the wording of the approved timetable of the entrance test admission.

**5.** The provisions stated in these other conditions for the admission, which are regulated by way of delivery, are related to the Act No 305/2013 Coll. on the Electronic Form of Governance Conducted by Public Authorities and on amendments and supplements to other acts (the act on e-government) as subsequently amended.

**6.** Other conditions for acceptance for the study of doctoral study programmes Spatial planning at the Slovak University of Technology, Institute of Management, in the academic year 2021/2022 come into effect and force after approving in Academic Senate of the SUT in Bratislava on 20th Sep 2020.

Bratislava, 29th June 2020

Prof. Ing. Marián Peciar, PhD.  
 chairman of AS STU

prof. Ing. Miroslav Fikar, DrSc.  
 rector STU