**Further conditions for admission**

**into the bachelor study programmes**

**Investment Planning in the Industrial Enterprise in study branch Economics and management in the academic year 2022/2023**

**at the Slovak University of Technology, Institute of Management of STU**

**Form of study**: full-time

**Degree of Study**: first

**The standard length of study:** 3 years

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

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

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| --- | --- | --- | --- |
| **ID of the study programme** | **Title of the SP** | **Title of the SB** | **Language in which the programme is organized** |
| 104176 | Investment Planning in the Industrial Enterprise | economics and management | English language |
| 104177 | Investment Planning in the Industrial Enterprise | economics and management | Slovak language |

Under the § 57 of the Act No. 131/2002 Coll. on universities and the change and amendments of some acts (hereinafter 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 annexe No 1 other conditions are determined for the admission for the engineering study programmes (hereinafter just SP) Spatial Planning and Investment Planning in the Industrial Enterprise provided at the Institute of Management of the Slovak University of Technologies in Bratislava (hereinafter just 'IM SUT or 'SUT') in the academic year 2022/2023.

1. The number of applicants who the 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 method of verification of fulfilment of the conditions for acceptance and assessment of the results of the entrance test
5. **The number of applicants who the IM SUT plans to admit**

In the academic year 2023/2022, IM SUT intends to accept the applicants for the study in the SP Investment planning in the industrial Enterprise after completing the conditions for admission.

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| **The ID of the study programme** | **Title of the SP** | **Title of the BS** | **Language in which the programme is organized** | **Estimated number of admitted applicants** |
| 104176 | Investment Planning in the Industrial Enterprise | economics and management  | English language | 15 |
| 104177 | Investment Planning in the Industrial Enterprise | economics and management  | Slovak language | 70 |

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

**Further conditions for acceptance** for the study of the SP Investment planning in the industrial Enterprise are:

* The graduates from the secondary school with the school-leaving examination in mathematics with an average of up to 2.8 including (without counting the last year) do not have to undergo the entrance test.
* Graduates from secondary schools, who do not pass the school-leaving exam in mathematics, but their average is up to 2.0 including (without counting the last school year) do not have to undergo the school-leaving exam.
* the secondary school graduates who do not fulfil the above stated conditions have to undergo the entrance exam successfully;

and

* the entrance test fee for the provision of the entrance test.
1. **Required documents to the application form for the study and the way of submission of the application form**

2.1. The application forms are delivered **in the time determined for submitting the application forms in the sense of the approved period for admission.**

* 1. The application form needs to be submitted **in the electronic form without a secured signature using the academic information system of the SUT** (hereinafter just 'AIS').

An applicant for the study **might also deliver a paper form of the application form filled out of 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.

Post the application form (electronically or by mail) and required attachments stated in count 2.3. Is an inevitable condition for the successful submission of the application form for the study at the SUT.

2.3. **Obligatory documents to apply for study:**

1. Curriculum vitae
2. 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 precise), 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.
3. **Applicants who sit for leaving examination in 2022** 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. A certified copy of the school leaving certificate must be delivered just after passing the school-leaving examination.
4. **Applicants who passed the school-leaving examination earlier than 2022 shall enclose certified copies of annual secondary schoo**l certificates and school leaving certificates.
5. **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 recognition of professional qualifications and on changing and amending specific laws as amended.
6. **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, etc.**
7. **Applicants with specific needs** submit with their application form also application form for assessment of their particular 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 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 particular needs will have the form and way of taking part in the entrance examination considering their specific needs.

In an electronically delivered application form, an applicant will also provide required documents scanned and inserted as a pdf attachment to the application form. **Accepted applicant will provide the certified copy of the paper on 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.**

If 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 complete the missing documents in the determined time. Suppose applicants do not fulfil this condition in the given time. In that case, they will decide not to be accepted for the study in SP due to not fulfilling requirements for acceptance.

1. **The form and frame content of the entrance examination**

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

The entrance examination is done as a written test, and it is anonymous. The entrance test is written and anonymous.

The entrance exam aims to assess the applicant's abilities to study the study programme and to provide the choice of such applicants who will present the highest rate of capabilities for the study programme in the given study branch.

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

The applicants might gain in point evaluation for the entrance test maximum of 100 points.

Overall successful passing of the entrance examination is conditioned by gaining a minimum of 50 points. The applicant who does not have to pass the entrance test achieves a maximum of 100 points.

The entrance examination results are assessed by the entrance evaluation board, which the rector of the SUT appoints. 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 an anonymous point evaluation of the entrance test. The results of the entrance test are determined depending on the number of gained points

The list of admitted candidates for the engineering SP spatial planning and investment planning in the industrial Enterprise will be published on the website of the IM SUT in the order depending on the gained points, following 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 made as follows:

* Applicants without entrance test with a maximum of 100 points,
* After passing the entrance test, applicants are ordered according to the results of the entrance test. Successful completion of the entrance test requires a minimum of 50 points.

The applicants who do not fulfil the essential condition of the acceptance for the study at the time of verification of fulfilment of the requirements for admission might be accepted for the survey conditionally. They are obliged to prove the fulfilment of the primary condition for the admission for the study on t**he 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 is considered the day of delivery.

The applicant can submit the request to review the decision on the entrance examination result 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 Investment planning in the industrial Enterprise is not fulfilled in the sense of 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 Technology, IM SUT, in the wording of the approved timetable of the entrance test admission.

1. The provisions stated in these different 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.
2. Other conditions for acceptance for the study of bachelor's programmes Investment Planning in the Industrial Enterprise in the study field economics and management at the Slovak University of Technology, Institute of Management, in the academic year 2022/2023 come into effect and force after approving in the Academic Senate of the SUT in Bratislava on 20 Sep 2020.

In Bratislava, date 29. Nov 2021

prof. Ing. Marián Peciar, PhD Dr.h.c., prof.h.c., prof. Dr. Ing. Oliver Moravčík

chairman of AS SUT rector SUT