**Further conditions for admission**

**into the study bachelor study programmes**

**Spatial Planning In the SP Spatial Planning**

**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

**The awarded academic title after the completion of study programme** Bc.

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

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| --- | --- | --- | --- |
| **The ID of the study programme** | **Title of the SP** | **Title of the BS** | **Language****of the provision** |
| 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 annexe No 1 further 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 0herein after 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 2022/2023, IM SUT intends to accept the applicants for the engineering SP spatial planning and 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****of the provision** | **Estimated number of admitted applicants** |
| 104574 | Spatial Planning |  Spatial Planning | English language | 15 |
| 11021 | Spatial Planning | Spatial Planning | Slovak language | 50 |

**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 Spatial Planning are:

1. Applicants with an overall study average from secondary school up to 2.8 including (without calculating the school results from the last year) are forgiven for the entrance test.
2. Applicants who graduated with an overall average from the secondary school over 2.8 (without counting the last school year) have to pass the entrance test 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 an electronic document without a secured signature using the academic information system of the SUT** (hereinafter just 'AIS').

An applicant for the study **might also deliver the 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. It is an inevitable condition for successfully submitting 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 payment 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 after passing the school-leaving examination.**
4. **Applicants who passed the school-leaving examination earlier than 2022 shall enclose certified copies of annual secondary school 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 case of an electronically delivered application form, an applicant will also provide required documents to the application form scanned and inserted as a pdf attachment. **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 accept the study in SP due to not fulfilling requirements for acceptance to the study.

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 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 entrance examination aims to test the applicant's suitability for a 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 the applicant's ability to think creatively (creativity test) and think synthetically and logically integrate information and knowledge (test of reasoning). These tasks are built on elementary knowledge from a secondary school but are not focused on its testing but on testing the ability to utilize it. As it concerns spatial planning, the entrance examination tests the applicant's ability to work actively in the abstract 3-dimensional space (test of spatial perception). The applicant's general overview of natural and social sciences shows in questions relevant for the branch of spatial planning included in knowledge from secondary school (society studies, geography) and their interest in this specific branch.

**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**

– a test of logical thinking and general overview of natural

and social sciences **max. 40 points.**

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

The applicant who does not have to pass the entrance test gains 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 particular tasks. The entrance test results 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, under 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:

1. Applicants without entrance test with a maximum of 100 points,
2. After passing the entrance test, applicants are ordered according to the entrance test results. Successful completion of the entrance test requires minimum 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 study conditionally. They are obliged to prove the fulfilment of the essential 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 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 if the planned number of admitted applicants to SP Spatial planning 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 Technologies, IM SUT, in the wording of the approved timetable of the entrance test admission.

1. 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.
2. 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 2022/2023 come into effect and force after approving in Academic Senate of the SUT in Bratislava on 20th Sep

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 STU rector STU