**Further conditions for admission**

**into the study engineering study programmes**

**Spatial Planning**

**in the SP Spatial Planning**

**Investment planning in the Industrial Enterprise**

**in SB Economics and Management**

**in the academic year 2023/2024**

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

**Degree of the study**

second

**The form of study/standard length of study**

Daily/2 years

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

Ing.

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

|  |  |  |  |
| --- | --- | --- | --- |
| **ID of the study programme** | **Title of the SP** | **Title of the BS** | **Language in which the programme is organized** |
| 104573 | Spatial Planning | Spatial Planning | English language |
| 11022 | Spatial Planning | Spatial Planning | Slovak language |
| 184072 | Investment planning in the industrial enterprise | economics and management | English language |
| 184085 | Investment planning in the industrial enterprise | economics and management | Slovak language |

Under § 57 of Act No. 131/2002 Coll. on Universities and the change and amendments of some acts (from now on just 'Act'), and the article 11 point 14 letter o) of the Statute of the Slovak University of Technologies in Bratislava in the wording of the annexes No 1 to 12 and the article 4, point 2 of the internal guideline No 5/2013 the Rules and Conditions for the Admission for the Study Programmes of the first, second and third degree at the Slovak University of Technologies in Bratislava in the wording of the annexe No 1 (further just 'conditions for enrolment to STU') other conditions are determined for the admission for the Bachelor study programmes (from now on just SP) Investment Planning in the Industrial Enterprise provided at the Institute of Management of the Slovak University of Technologies in Bratislava (from now on just 'IM STU or 'STU') in the academic year 2023/2024.

1. The number of applicants whom the IM STU plans to admit
2. Required supplements 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 examination
5. **The number of applicants whom the IM STU plans to admit**

In the academic year 2023/2024, IM STU plans to admit applicants for the study in the engineering SP Spatial Planning and Investment Planning in the Industrial Enterprise after completing the conditions for admission.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ID of the study programme** | **Title of the SP** | **Title of the BS** | **Language**  **of the provision** | **Estimated number of admitted**  **applicants** |
| 104573 | Spatial Planning | Spatial Planning | English language | 5 |
| 11022 | Spatial Planning | Spatial Planning | Slovak language | 20 |
| 184072 | Investment planning in the industrial enterprise | economics and management | English language | 0 |
| 184085 | Investment planning in the industrial enterprise | economics and management | Slovak language | 30 |

1. **Required supplements 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 electronic form without a secured signature using the academic information system of the STU** (from now on, 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, študijné oddelenie, Vazovova 5, 812 43 Bratislava.

Posting the application form (electronically or by mail) and the required attachments stated in count 2.3. is an inevitable condition for successfully submitting the application form for study at the STU.

* 1. Obligatory supplements to application 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 surname and name of the applicant for whom the fee was paid has to be visible), 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. A certified copy of the state examination certificate of the previous first-degree university studies.
4. A certified copy of the university diploma of the previous university studies of the first degree.
5. A certified copy of the supplement to the university diploma or a certified copy of the transcript of completed subjects and exams of the previous first-degree university studies.

*(In the graduates from the STU, the certified copy of documents stated in the letter c) up to e) is not the condition.* ***The certified copy is required just for the applicants who did not complete the study at the STU.)***

1. **Applicants who completed the education** necessary for the fulfilment of the essential condition of the acceptance for the study **abroad attach the certified copies of the documents about the completion of the previous university study together with its translation into the Slovak language together with the decision about the recognition of the documents about the education** issued by the Ministry of Education, Science and Research and Sports of the Slovak Republic under & 33 or issued by the Ministry of Education, Science and Research and sport under & 39 of Act No. 422/2015 Cool about the Recognition of the Documents about the Education and Recognition of Professional Qualifications and the change as amended. The provisions of this letter do not apply to applicants who completed high education at a high school in the Czech Republic, who attach supplements to the application according to letters c) to e) of this point.
2. Applicants who apply for the study program conducted exclusively in the English language **must attach a document proving knowledge of the English language at least at the B1 level,** which can be a certificate of knowledge of the English language, proof of passing a state language exam in English, TOEFL, IELTS, etc. The condition of proving knowledge of the English language is also considered to be fulfilled if the applicant has completed a previous university study provided exclusively in the England language.
3. Applicants who apply for the study program provided in the Slovak language must attach **a document proving knowledge of the Slovak language, at least at the B1 level.** A document proving the knowledge of the Slovak language is also considered a document on completing the matriculation exam in the Slovak or Czech language. The condition of proving knowledge of the Slovak language is also considered to be fulfilled if the applicant has completed a previous university study provided in the Slovak language or the Czech language.
4. **The applicants with specific needs** submit together with the application form also the application form for assessment of their specific needs and determination of the range of supportive services for the entrance examination in the wording of the guideline of the rector No 5/2013-SR, which is published on the website of the STU: <https://www.stuba.sk/sk/studentov/studenti-a-uchadzaci-so-specifickymi-potrebami.html?page_id=6717> due to creation of the adequate conditions for taking part in the entrance examination from the side of the STU; for applicants with specific needs, at their request, based on the evaluation of their specific needs, the form of the entrance exam and the method of its execution will be determined, taking into account their specific needs.

In case of the delivered application form is an electronic form, an applicant will deliver the required supplements to the application (scanned) and insert them as a pdf attachment.

**A conditionally accepted applicant will deliver the documents on fulfilled essential condition for admission to the study of the engineering study programme according to letters c) to f) of this point on 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 STU is entitled to ask the applicants to fix the drawbacks of the application form and to deliver the missing supplements in the determined time. Suppose applicants do not fulfil this condition in the given time, they will receive the decision about not accepting the study in SP due to not fulfilling the conditions for acceptance to the study.

**The essential condition for admission to the study** of engineering SP is a first or second degree of university education. On the contrary, the sum of the number of credits obtained for the previous higher education through which the higher education was obtained, and the number of credits necessary for the proper completion of the engineering SP for which the applicant is applying, must be at least 300 credits.

**Other conditions for admission to the study:**

**SP Spatial Planning**

**SB Spatial Planning**

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

1. First-degree university education in Spatial Planning or SP in the same branch of study or a related branch of study,
2. Knowledge of the language in which the study programme is provided,
3. The paid fee for the provision of the entrance test,
4. Successful completion of entrance examination while

d1) applicants who are graduates of the first degree of Spatial Planning at STU and achieved a weighted study average (VSA) for their previous university studies no worse than 2.00 **do not have to undergo the entrance examination;**

d2) applicants who are graduates of the first degree of the Spatial Planning program at STU and did not achieve the VSA specified in letter d1), and all other applicants **can be admitted** to the second degree of SP Spatial Planning based on **successful completion of the entrance exam.**

1. **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 it. The main aim of the entrance exam is to verify the professional capability of the applicant to study in the chosen study programme.

**Framework content of the entrance examination**

1. Klauzura work or spatial-planning document,
2. Portfolio of project works and final bachelor diploma work
3. Personal interview oriented mainly to the defence of klauzura work or spatial-planing document and portfolio evaluation.

The entrance examination consists of 2 parts, and it is anonymous:

1. Written part - klauzura work or spatial-planning document,
2. Oral part – interview oriented mainly to the defence of klauzura work or spatial-planing document and evaluation of a portfolio of project work and final bachelor diploma work.
3. **The way of verification of fulfilment of the conditions for acceptance and assessment of the results of the entrance test**

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

1. Written part – klauzura work or spatial-planning document – **max 70 points**
2. Oral part – interview oriented mainly to the defence of klauzura work or spatial-planing document and evaluation of a portfolio of project work and final bachelor diploma work – **max 30 points.**

The applicant might gain a maximum of 100 points; successfully passing the entrance examination is conditioned by gaining a minimum of 60 points. The applicant who does not have to pass the entrance test gains a maximum of 100 points.

The entrance examination results are evaluated by the examination committee appointed by the rector of STU. It takes place as an anonymous point evaluation of particular parts.

The entrance examination results are assessed by the entrance evaluation board, which the rector of the STU appoints. The order of accepted students will be formed based on acquired points defined for a particular part of the entrance exam. The entrance evaluation board submits the proposal for the admission of successful study candidates to the STU rector.

**Other conditions for admission to the study:**

**SP Investment planning in the industrial enterprise**

**SB Economics and Management**

Further conditions for acceptance for the study of SP Investment Planning in the Industrial Enterprise are:

1. First-degree university education in the same branch of study or a related branch of study,
2. Language competence of the provided study programme,
3. Paid fee for the provision of the entrance test.

The applicants for the engineering study **will be admitted without the entrance examination** based on the results of previous bachelor studies stated in the submitted documents about the study completion. The order of applicants is compiled according to the weighted study average for the previous bachelor's degree (VSA) from the lowest VSA to the highest VSA.

The entrance evaluation board appointed by the rector assesses the entrance examination results. The entrance evaluation board submits the proposal for the admission of successful study candidates to the rector of the STU.

The applicants who do not fulfil the essential condition of the acceptance for the engineering study programmes Spatial Planning in the study branch Spatial Planning and Investment Planning in the Industrial Enterprise in the study branch Economics and Management 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 essential condition for admission for the study on t**he day of enrolment at the latest.**

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 STU under the EU Regulation No 2016/679 on GDPR and Act No 18/2018 Coll. on Protection of Personal Data as subsequently amended.

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 IM STU public notice board within 15 days. The latest day of this period is considered the day of delivery.

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

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

1. The provisions stated in these other conditions for the admission, which regulate the way of delivery, are related to Act No 305/2013 Coll. on the Electronic Form of Governance Conducted by Public Authorities and on amendments and supplements to other acts (Act on e-government) as subsequently amended.
2. Other conditions for acceptance for the study of engineering study programmes Spatial Planning in the study branch Spatial Planning and Investment Planning in the Industrial Enterprise in the study branch Economics and Management at the Slovak University of Technology, Institute of Management, in the academic year 2023/2024 come into effect and force after approving in Academic Senate of the STU in Bratislava on 1 January 2023.

Bratislava 30 November 2022

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

chairman of AS STU rector of STU