**Other conditions for admission**

**for doctoral study programmes**

**Spatial Planning in the SB Spatial Planning**

**Branch economics and management in SB economics and management**

**in the academic year 2023/2024**

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

**Grade of the study**

third

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

Daily/3 years

External/4 years

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

PhD

**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** | **Form of study** |
| 104572 | Spatial Planning | Spatial Planning | English language | full-time |
| 11019 | Spatial Planning | Spatial Planning | Slovak language  English language | full-time |
| 183771 | Spatial Planning | Spatial Planning | English language | external |
| 183772 | Spatial Planning | Spatial Planning | Slovak language  English language | external |
| 184054 | Branch economics and management | economics and management | English language | full-time |
| 184052 | Branch economics and management | economics and management | Slovak language  English language | full-time |
| 184053 | Branch economics and management | economics and management | English language | external |
| 184114 | Branch economics and management | economics and management | Slovak language  English language | external |

Under § 57 of Act No. 131/2002 Coll. on universities and the change and amendments of some acts (from now on just 'Act'), the article 11 point 14 letter o) of the Statute of SUT 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 grade at Slovak University of Technologies in Bratislava in the wording of the annexe No 1 (from now on just 'conditions for enrolment to SUT') other conditions are determined for the admission for the doctoral study programmes (from now on just SP) Spatial Planning and Branch economics and management provided at Institute of Management of Slovak University of Technologies in Bratislava (from now on just 'IM SUT or 'SUT') in the academic year 2023/2024.

* + - 1. The number of applicants who the IM SUT plans to admit

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

In the academic year 2023/2024, IM SUT plans to admit the following number of applicants for the PhD study programmes after fulfilment of the conditions for admission.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ID SP** | **Title of the SP** | **Language in which the programme is organized** | **Standard**  **length of study** | **Estimated number of admitted**  **applicants** |
| 104572 | Spatial Planning | English language | 3 years | 2 |
| 11019 | Spatial Planning | Slovak language  English language | 3 years | 3 |
| 183771 | Spatial Planning | English language | 4 years | 5 |
| 183772 | Spatial Planning | Slovak language  English language | 4 years | 5 |
| 184054 | Branch economics and management | English language | 3 years | 2 |
| 184052 | Branch economics and management | Slovak language  English language | 3 years | 3 |
| 184053 | Branch economics and management | English language | 4 years | 5 |
| 184114 | Branch economics and management | Slovak language  English language | 4 years | 5 |

**The essential acceptance condition for doctoral SP** spatial planning and branch economics and management is an academic degree in the second grade of university study.

**Other conditions for acceptance for the study** of the doctoral SP spatial planning and branch economics and management:

1. successful completion of the entrance exam,
2. language competence of the provided study programme at an adequate level,
3. the entrance test fee for the provision of the entrance test.

The applicants who applied for the dissertation theses published by IM SUT can take part in the entrance examination for the study in the full-time form and external form of the study in doctoral SP spatial planning and branch economics and management. Each of the published themes has a supervisor. The applicant for doctoral SP will submit one application form for one of the published theses.

1. **Required attachments to the application form for the study and the way of submission of the application form**

2. 1. Application forms are sent to the address: Slovenská technická univerzita, Ústav manažmentu, študijné oddelenie, Vazovova 5, 812 43 Bratislava **in the period determined for the submission of the application forms in the wording of the approved schedule of the entrance examination.**

* 1. The application form needs to be submitted electronically without a secured signature using the academic information system of SUT (from now on, just 'AIS').

The applicant for the study can also deliver the paper application form on paper outside of AIS, the application form required by the Ministry of Education, Science, Research and Sport of the Slovak Republic

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 the study at SUT.

* 1. Required attachments to the application form:
  2. curriculum vitae,

1. proof of fee payment 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 clearly seen), adds just an applicant who did not pay the fee for material management of the admission with the payment card in the electronic application form in the AIS,
2. letter of motivation
3. framework project related to the topic of the dissertation work,
4. a certified copy of the university diploma proving the completion of the previous second-degree university studies,
5. a certified copy of the supplement to the diploma or a certified copy of the transcript of completed subjects and completed exams of the previous second-degree university studies.

*(In the graduates from SUT, the copy of documents stated in the letters e, f, and g is not the condition,* ***the certificate must be submitted just from the applicants who graduated from SUT).* 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 their translation into the Slovak language together with the decision about the recognition of the documents on completed studies** issued by the Ministry of Education, Science and Research and Sports of the Slovak Republic under the & 33 or issued by the Ministry of Education, Science and Research and sport following & 39 of the Act No. 422/2015 Coll. on the Recognition of the documents about the education and recognition of professional qualifications and the changes as amended. The provisions of this letter do not apply to applicants who completed university education at a university in the Czech Republic and who provide attachments to the application according to letters e) to f) of this point.

1. The applicants with specific needs submit together with the application form also request 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 SUT: <https://www.stuba.sk/sk/studentov/studenti-a-uchadzaci-so-specifickymi-potrebami.html?page_id=6717> to allow SUT to create for them adequate conditions to take part in the entrance examination. The applicants with specific needs based on their request and the assessment of their needs will have the form of the entrance examination and its realization performed regarding their specific needs.
   1. Recommended requirements to the application form:
2. The list of published and not published work of an applicant, expert opinions of those works, results of professional activities.,
3. documents on participation in student, scientific and professional work competitions,
4. participation in foreign academic mobility ([ERASMUS+](https://www.stuba.sk/sk/erasmus-studijny-pobyt-v-zahranici.html?page_id=1818) and others), student workshops, and summer school.

In case of the delivered application form is electronic, an applicant will deliver the required attachments to the application in the scanned form 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 doctoral study programme according to letter e) to g) 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, IM SUT is entitled to ask the applicants to fix the drawbacks of the application form, and the completion annexes the missing annexes in the determined time. Suppose applicants do not fulfil this condition in the given time. In that case, they will receive the decision about not being accepted for the study in SP due to not fulfilling the conditions for acceptance.

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

The part of the entrance proceedings for the study of the doctoral SP spatial planning and branch economics and management is the entrance examination. The applicants will be invited for the entrance examination in writing at least two weeks before it.

The role of the entrance examination is to check the applicant's ability to study. The main part of the entrance exam is an oral interview and presentation of problem solutions in the dissertation work. Validation of knowledge through the entrance examination is related to the chosen doctoral study programme and thesis of the dissertation work. The entrance exam aims to determine the applicants' prerequisites for independent theoretical and creative activity in science and technology, the corresponding level of their professional knowledge and to verify their knowledge of the language or languages ​​of the study programme.

The entrance exam is held in the language or languages ​​of the study programme.

**Framework content of the entrance examination**

* 1. theoretical and professional debate on the chosen dissertation thesis,
  2. assessment of the English language skills f an applicant (in the frame of theoretical and professional debate on the chosen thesis of the dissertation work).

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

The entrance examination is done in front of the examination committee appointed by the rector of SUT, who at the non-public session evaluates the fulfilment of the following criteria of the entrance examination:

1. theoretical and professional abilities and predispositions for scientific work and the overall professional level, which they showed at the applicants' interview about the chosen theme of dissertation work – **max 30p,**
2. the level of English language skills – **max 20p**,
3. the extent and quality of publication activity – (e.g., publishing in a journal, participation in an international event, contribution to a collection of works and others) – **max 20p,**
4. the results in student scientific and professional work competitions – **max 15 p,**
5. participation in foreign academic mobility ([ERASMUS+](https://www.stuba.sk/sk/erasmus-studijny-pobyt-v-zahranici.html?page_id=1818) and others), student workshops, summer school – **max 15 p.**

Based on the results of the entrance examination (the overall number of acquired points), the applicants gaining a**t least 60 points** can be accepted for the study.

The entrance evaluation board provides the assessment of the results of the entrance examination, which the SUT rector appoints. The entrance evaluation board submits the proposal for the admission of successful study candidates to the SUT rector.

The applicants who do not fulfil the essential 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 essential condition for admission for the study **on** t**he day of enrolment at the latest.**

The list of admitted candidates will be published on the website of IM SUT following the EU Regulation No 2016/679 on GDPR and Act No 18/2018 Coll. on the 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 verifying 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 SUT public notice board 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 result of the entrance examination by eight days from the day of its delivery to the rector of SUT. The application form is sent to the address: Slovenská technická univerzita, Ústav manažmentu, študijné oddelenie, Vazovova 5, 812 43 Bratislava.

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

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

Other conditions for acceptance for doctoral study programmes spatial planning and branch economics and management, which will be provided in the academic year 2022/2023 at Slovak University of Technology, Institute of Management, come into effect and force after approval in the Academic Senate of SUT 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 of SUT rector of SUT