


RP No. 13/2019	<b>Internal Regulation of the Institute of Technology and Business in České Budějovice</b>				
<b>REGULATION ON ANNOUNCEMENT OF THE FOURTH ROUND OF ADMISSION PROCEDURE FOR BACHELOR STUDY PROGRAMMES TAUGHT IN ENGLISH LANGUAGE FOR THE ACADEMIC YEAR 2019/2020</b>					
<b>Date of issue:</b>	1 / 7 / 2019	<b>In force as of:</b>	1 / 7 / 2019	<b>In force until:</b>	16 / 8 / 2019
<b>File number:</b>	VŠTE005064/2019	<b>Pages:</b>	2	<b>Attachments:</b>	0
<b>Information on changes:</b>			-		
<b>Repealed regulation</b>	-				
<b>Superior regulations</b>	VŠTE statute (articles 12 – 14)				
<b>Related regulations</b>	Study and examination regulations of VŠTE (article 10)				
<b>Subordinate regulations</b>	-				
<b>Distribution list</b>	VŠTE academic staff, potential applicants				
					
<b>Prepared by:</b>	Ing. Jaroslav Staněk, m.p.	<b>Guarantor:</b>	Director of Study Administration and Lifelong Learning		
<b>Signature:</b>		<b>Signature:</b>	Ing. Lukáš Polanecký, m.p.		
<b>Formally verified by:</b>	Bc. Eva Plochová, m.p.	<b>Approved by:</b>	Rektor		
<b>Signature:</b>		<b>Signature:</b>	prof. Ing. Marek Vochozka, MBA, Ph.D., m.p.		

## SECTION 1 GENERAL PROVISIONS

(1) The Institute of Technology and Business in České Budějovice (hereinafter referred to as "VSTE") announces the fourth round of admission procedure for the academic year 2019/2020 for the following study programmes:

a) Civil Engineering, field of study Building Construction

Form of study:	full-time
Length of study:	4 years
Type of study:	Bachelor's
Fee:	35 000,- CZK/semester

b) Economics and Management, field of study Business Administration and Management

Form of study:	full-time
Length of study:	3 years
Type of study:	Bachelor's
Fee:	35 000,- CZK/semester

## SECTION 2 CONDITIONS FOR ADMISSION FOR STUDY PROGRAMME

(1) Submitting a duly filled electronic application form in the period between **1 July 2019 and 31 July 2019**, when electronic application form is considered complete only after advance payment.

(2) Advance payment at the amount of € 250 by means of payment instruction (UniCredit Bank, **account number: 2111158563/2700**), no later than **on 31 July 2019**, payment reference number is 666 and the number of application form (e.g. 66672642).

Payment details:

IBAN: CZ68 2700 0000 0021 1115 8563      SWIFT: BACXCZPPXXX

(3) Achieving secondary education terminated by school leaving examination and subsequent submission of verified copy of school leaving certificate and certificate on recognizing foreign secondary education (nostrification) in accordance with Act No. 561/2004 Coll. no later than on the day of registration for the study at VSTE.

## SECTION 3 FEE FOR STUDY IN FOREIGN LANGUAGE

(1) Fee for study in a foreign language will be levied on the day of registration for the study at the amount of 35 000,- CZK/semester (approx. 1 346 €/semestr).

- (2) Advance of € 250 will be paid to the accepted student by means of payment instruction no later than one month after the day of registration for the study.
- (3) In case of non-acceptance of the applicant for the study programme, the advance will be paid to the applicant by means of payment instruction.

#### **SECTION 4**

##### **EVALUATION OF ADMISSION PROCEDURE**

- (1) The lists of accepted and non-accepted applicants (by the number of their electronic application forms) will be placed on the VSTE Noticeboard no later than on 16 August 2019. The lists will also be available on [www.vstecb.cz](http://www.vstecb.cz). The decision on acceptance will be sent to each applicant in writing no later than 31 August 2019.
- (2) Applicants who will not fulfil the conditions for admission for the study programme in line with Section 2 of this Provision, and with unfulfilled obligations in relation to VSTE will not be included in the evaluation. An accepted applicant will become a student on the day of the registration for the study.

#### **SECTION 5**

##### **PROCEDURE IN CASE OF NON-ATTENDANCE**

- (1) If an accepted applicant cannot begin to study for non-specified reasons, they are obliged to announce it by e-mail to the VSTE Study Department no later than on 31 August 2019. In such a case, the accepted applicant will be paid the advance at the amount of € 250 by means of payment instruction.
- (2) If an accepted applicant cannot begin to study for non-specified reasons and does not announce it until 31 August 2019, they will not be paid the advance at the amount of € 250 received in accordance with the Section 2 of this Provision.