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| RP No. 14/2019 | Internal Regulation of the Institute of Technology and Business in České Budějovice | | | | |
| RECTOR'S PROVISION ON ANNOUNCEMENT OF THE FOURTH ROUND OF ADMISSION PROCEDURE FOR FOLLOW-UP MASTER STUDY PROGRAMMES TAUGHT IN ENGLISH LANGUAGE FOR THE ACADEMIC YEAR 2019/2020 | | | | | |
| Date of issue: | 1 / 7 / 2019 | In force as of: | 1 / 7 / 2019 | In force until: | 16 / 8 / 2019 |
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| Information on changes: | | | - | | |
| Repealed regulation | - | | | | |
| Superior regulations | VŠTE statute (articles 12 – 14) | | | | |
| Related regulations | Study and examination regulations of VŠTE (article 10) | | | | |
| Subordinate regulations | - | | | | |
| Distribution list | VŠTE academic staff, potential applicants | | | | |
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| Prepared by: | Ing. Jaroslav Staněk, m.p. | Guarantor: | Director of Study Administration and Lifelong Learning | | |
| Signature: | | Signature: | Ing. Lukáš Polanecký, m.p. | | |
| Formally verified by: | Bc. Eva Plochová, m.p. | Approved by: | Rektor | | |
| Signature: | | Signature: | 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 the admission procedure for the academic year 2019/2020 for the following study programmes:

a) Traffic and Transport Technology, field of study Logistics technologies

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| <i>Form of study:</i> | <i>full-time, part-time</i> |
| <i>Length of study:</i> | <i>2 years</i> |
| <i>Type of study:</i> | <i>Master's</i> |
| <i>Fee:</i> | <i>35 000,- CZK/semester</i> |

SECTION 2 CONDITIONS FOR ADMISSION TO STUDY PROGRAMME

- (1) Submission of duly completed electronic application for in the period between **1 July 2019 and 31 July 2019**, where the electronic application 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) Submission of a certified copy of at least Bachelor's Study Programme Diploma, including the certificate on recognizing foreign education and qualifications (nostrification) in accordance with Act No. 111/1998 Coll. on the day of the registration for study at VSTE at the latest.

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. 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.

SECTION 6 NOSTRIFICATION

- (1) If the applicant completed their studies at a foreign university in an accredited study programme corresponding to a Bachelor's Study programme at VSTE, the applicant is entitled to apply for recognition of foreign university education.
- (2) The application form to recognize foreign university education must be **submitted no later than 31 July 2019**. The application form shall include the following:
 - a) Application for recognition of foreign university education,
 - b) Certified copy of a Diploma or other certificate on completed foreign university education,
 - c) Certified copy of a Diploma Supplement or original or certified copy of extract of school grades.
- (3) If the abovementioned documents are not written in Czech or English language, according to the Act No. 36/1967 Col. on court experts and interpreters the applicant shall submit a certified translation into Czech language.
- (4) Payment for processing the application for foreign university education recognition is 160 €.
- (5) If the VSTE rector finds significant differences between the study programmes, the application will not be approved. The applicant is not entitled to be given a refund of the fee for processing the application for recognizing foreign university education.