DEAN'S REGULATION

No. 16/2026

Faculty of Economics and Management

Organisation of the admission procedure for the Bachelor's degree programmes Business Administration, Economics and Management and Informatics taught in English in the academic year 2027/2028

1) Announcement of admission conditions

In accordance with § 48 to 50 of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Other Internal Regulations of the Czech University of Life Sciences in Prague (hereinafter referred to as "CZU"), the dean of the Faculty of Economics and Managment at CZU declares the admission conditions for enrollment in the Bachelor's degree programmes taught in the English language for the academic year 2027/2028.

The basic condition for admission to the Bachelor's degree programme is the successful completion of secondary school studies and the successful completion of the General Academic Prerequisites test (GAP test). In accordance with § 49 and § 58, paragraphs 1 and 4 of the Higher Education Act, the Faculty of Economics and Management at CZU Prague establishes the following additional conditions:

1. The Faculty of Economics and Management at CZU Prauge only accepts applications submitted through an electronic form. The electronic form is accessible at the following address https://is.czu.cz/prihlaska/?lang=en.

2. An application for the Faculty of Economics and Managment at CZU Prague can be submitted only after the fees associated with the admission process have been paid.

3. The fee can be paid online using a credit card through the payment gateway in the electronic application. The fee is due on the date of the applications submission and is non-refundable at any stage of the admission process.

4. In the case of submitting multiple applications for various programmes at FEM, a separate fee of 850 CZK or €35 must be paid for each application number; it is not possible to make a single payment for multiple applications. An application for which the fee is not allocated according to the correct payment details will be removed from the register.

In the event that the payment sent for the submitted application does not appear to have been paid within 10 working days, the applicant will contact the particular study programme coordinator.

2) Organization and schedule of the admission process

This regulation announces the six stages of the admissions process for the Bachelor's degree programmes at the Faculty of Economics and Management at CZU Prague for the academic year 2027/2028.

First stage

The deadline for submitting applications, along with the required documents and payment of the application fee:	**15. 09. 2026 - 29. 10. 2026**
Registration for the GAP test:	by **29. 10. 2026**
General Academic Prerequisites test (GAP test)	**05. 11. 2026**
Announcement of the results of the first stage of the admission process:	by **20. 11. 2026**

Second stage

The deadline for submitting applications, along with the required documents and payment of the application fee:	**30. 10. 2026 - 15. 01. 2027**
Registration for the GAP test:	by **22. 01. 2027**
General Academic Prerequisites test (GAP test)	**30. 01. 2027**
Announcement of the results of the second stage of the admission process:	by **13. 02. 2027**

Third stage

The deadline for submitting applications, along with the required documents and payment of the application fee:	**16. 01. 2027 - 05. 02. 2027**
Registration for the GAP test:	by **12. 02. 2027**
General Academic Prerequisites test (GAP test)	**20. 02. 2027**
Announcement of the results of the third stage of the admission process:	by **15. 03. 2027**

Fourth stage

The deadline for submitting applications, along with the required documents and payment of the application fee:	**06. 02. 2027 - 05. 03. 2027**
Registration for the GAP test:	by **12. 03. 2027**
General Academic Prerequisites test (GAP test)	**20. 03. 2027**
Announcement of the results of the fourth stage of the admission process:	by **12. 04. 2027**

Fifth stage

The deadline for submitting applications, along with the required documents and payment of the application fee:	**06. 03. 2027 - 31. 03. 2027**
Registration for the GAP test:	by **16. 04. 2027**
General Academic Prerequisites test (GAP test)	**24. 04. 2027**
Announcement of the results of the fifth stage of the admission process:	by **14. 05. 2027**

3) General Academic Prerequisites test (GAP test)

The GAP test, which will take place in six stages, is administered by SCIO (https://www.scio.cz/english/nce/gap.asp). The GAP test incurs a fee according to SCIO's current price list, which applicants will pay directly to SCIO. After registering for the GAP test, applicants will be contacted by representatives of SCIO to clarify the conditions of participation in the test. Following the evaluation of the GAP test, SCIO will provide the test results to the applicants and share them with the Department of International Relations at the Faculty of Economics and Management at CZU Prague. Applicants do not need to submit the results of the GAP test to the Faculty of Economics and Management themselves.

If an applicant has successfully completed the GAP test in the period from 2023 to 2026 and wishes to apply the test results to the admission process for the academic year 2027/2028, they should upload the official results of the previous GAP test as one of the supporting documents in the e-application. The results of this GAP test will be taken into account during the admission process. In the event that the applicant also registers for the GAP test in the relevant stage of the admission process for the academic year 2027/2028, the better results from the GAP tests will be considered.

4) Admission Requirements

The condition for admission to the programme is the successful completion of the entrance exam and the proper completion of secondary school. Only applications that meet the formal requirements (no obvious defects, complete and paid) and are submitted by the deadline according to the timetable for the relevant stage of the admission procedure (see point 2) will be evaluated.

The applicants high school diploma must be presented at the time of enrolment. Applicants who completed high school abroad must submit a nostrified certificate of the graduation exam or may request an evaluation of foreign secondary education as part of the admission process (Rector's Directive 2/2021). Without the submission of these documents, the student cannot be enrolled in the regular study programme under any circumstances.

5) Evaluation of the entrance exam

The admission procedure will result in a descending order of applicants based on the points awarded for the GAP test [0-100 points]. Based on the results of the GAP test, the Admissions Committee will determine the score threshold for successful completion of the admission test.

The decision regarding admission, based on the GAP test results, will be made by the main admissions committee at a meeting to be held no later than 14 days after the results of each stage of the admission procedure have been announced separately. The results of the admission procedure will be made available to applicants via the web portal https://is.czu.cz/prihlaska/?lang=en.

6) The tuition fee – for students starting their studies in the academic year 2027/2028, the study fees for Bachelor's programmes taught in English will be as follows:

Study programme	students who are citizens of EU	students who are citizens of non-EU

	countries	countries
Business Administration	**12 500 Kč**	**65 000 Kč**
Economics and Management	**12 500 Kč**	**50 000 Kč**
Informatics	**12 500 Kč**	**80 000 Kč**

A student who has not paid the tuition fee cannot be enrolled in the programme. By paying the fee for study, the applicant confirms that they have thoroughly familiarized themselves with all the conditions of study in the Bachelor's degree programmes taught in English and agree to them without any reservations.
The programme is opened only if a sufficient number of participants enroll.

7) Enrollment for newly admitted students takes place in June and July 2027. An alternative enrollment date will be set in September 2027. If the applicant is duly enrolled in the study at FEM, the interruption of the study in the first year is allowed at the earliest after the fulfillment of the study obligations in the winter semester.

prof. Ing. Lukáš Čechura, Ph.D.
Dean of FEM

1 September 2026