
Organization of the admission process in the Master's study
Programmes International trade and Business (ITB), European
Agrarian Diplomacy (EADAN) and Informatics (INFOAN) taught in
English for the academic year 2025/2026

1) Appointment of Committees

Committee for the preparation and evaluation of the **online** entrance examination in **Economics and Management for ITB and EADAN programmes**

Chair – Associate Professor Ing. PhDr. Lucie Severová, PhD – Head of the Department of Economic Theories, FEM.

This committee is in charge of the preparation, implementation and evaluation of the **online** entrance examination in Economics and Management, records and checks the results. The committee handles requests for the review of results.

Committee for the preparation and evaluation of the **online** entrance examination in **World and regional economy for the ITB programme**

Chair – Associate Professor Ing. Irena Benešová, Ph.D. – Department of Economics, FEM.

This committee is in charge of the preparation, implementation and evaluation of the **online** entrance examination in World and regional economy, records and checks the results. The committee handles requests for the review of results.

Committee for the preparation and evaluation of the **online** entrance examination in **Social Sciences for the EADAN programme**

Chair – Prof. PhDr. Michal Lošťák, Ph.D. – Head of the Department of Humanities, FEM.

This committee is in charge of the preparation, implementation and evaluation of the **online** entrance examination in Social Sciences, records and checks the results. The committee handles requests for the review of results.

Committee for the preparation and evaluation of the **online** entrance examination in **Information Engineering for the INFOAN programme**

Chair – Ing. Martin Pelikán, Ph.D. – Head of the Department of Information Engineering, FEM.

This committee is in charge of the preparation, implementation and evaluation of **online** entrance examination in Information Engineering, records and checks the results. The committee handles requests for the review of results.

Committee for the preparation and evaluation of the **online** entrance examination in **Information Technologies for the INFOAN programme**

Chair – Associate Professor Ing. Jiří Vaněk, Ph.D. – Head of the Department of Information Technologies, FEM.

This committee is in charge of the preparation, implementation and evaluation of the **online** entrance examination in Information Technologies, records and checks the results. The committee handles requests for the review of results.

Committee for admission proceedings

The Chair and members of the committee are appointed by the dean. They ensure the organization and execution of the online entrance examination. If necessary, they invite applicants to an additional online interview.

2) Activities of the committees for admission proceedings are governed by the rules approved by FEM Management and the FEM Academic Senate.

3) Work of the committee is determined by the detailed **schedule of activities** which will be discussed with the chairs of all committees by the Vice-Dean for Study and Pedagogical Activities no later than 2 January 2025 at the latest.

4a) Admission procedure – dates

The dates for submission of applications and the dates of the corresponding admission procedure in the form of an **online entrance examination** for the Master's study programmes ITB, EADAN and INFOAN are:

| Dates for submission of applications: | online entrance exams: |
|---------------------------------------|------------------------|
| 14 October 2024 – 5 January 2025 | 14 January 2025 |
| 6 January – 2 February 2025 | 11 March 2025 |
| 3 February – 31 March 2025 | 8 April 2025 |

4b) Admission procedure – subjects of the entrance examination

| Study programmes | Subject 1 | Subject 1 |
|----------------------------------|--------------------------|----------------------------|
| International trade and business | Economics and Management | World and regional economy |
| European Agrarian Diplomacy | Economics and Management | Social Sciences |
| Informatics | Information Engineering | Information Technologies |

The Faculty prefers electronic communication with the prospective students and it requires an electronically filled out application form to study in these programmes (<http://is.czu.cz>). When more applications for different study programmes are submitted, a **separate** fee of 750 CZK or 30 EUR must be paid for each application. It is not possible to use one single payment. Any application for which the fee is not associated with the correct payment information will be removed from the register. The fee is **non**-refundable at any stage of the admission process.

5) Preconditions for admission to the study programme are a successfully passed entrance examination and the proper completion of a bachelor study programme. Applicants must submit their university bachelor diploma on the day of registration (enrolment) to study. Under **no** circumstances can a student be enrolled without submitting their diploma. Applicants who have obtained their bachelor's degree in another country must also provide a document proving the nostrification of their education from a university accredited by the Czech Ministry of Education, or they may apply for an assessment of their foreign bachelor's degree as part of the admission process (Rector's Directive 2/2021).

6) Evaluation of the Entrance Examination

| Online entrance examination | Points – maximum |
|-----------------------------|------------------|
| Subject 1 | 50 |
| Subject 2 | 50 |
| Total | 100 |

Examination results are published on the notice board of the faculty within 7 working days of the examination at the latest, and are available in the e-application portal under results of the admission proceedings.

7) The fee for study – for students starting their studies in the academic year 2025/2026, the study fees for Master's programmes taught in English will be as follows:

| Study programme | EU students | Non-EU students |
|----------------------------------|------------------|------------------|
| International trade and business | 12 500 Kč | 50 000 Kč |
| European Agrarian Diplomacy | 12 500 Kč | 42 000 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 to study in the Master'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.

8) Enrollment for newly accepted students will take place on 3 June and 19 June 2025. An alternative date for the enrollment will be set in September 2025, only based on an official written request.

doc. Ing. Tomáš Šubrt, Ph.D
Dean of FEM

1 November 2024