Additional Admission Conditions for Engineer Study Programmes at the Faculty of Chemical and Food Technology, STU in Bratislava

Date: 16 October 2018
Faculty of Chemical and Food Technology, Slovak University of Technology in Bratislava,
Radlinského 9, 812 37 Bratislava

Bratislava, 16 October 2018

The Academic Senate of the Faculty of Chemical and Food Technology, Slovak University of Technology in Bratislava in accordance with Section 27 par. 1 letter i) of Act No. 131/2002 Coll. On Universities and changing and amending certain laws, as amended (hereinafter referred to as "Act"), in agreement with Rules and Conditions for Admission to Study Programs of the First, Second and Third Degree at the Slovak University of Technology in Bratislava and under Art. 6 of the Statute of the Slovak University of Technology in Bratislava, adopted at its meeting on 16 October 2018 the following

ADDITIONAL ADMISSION CONDITIONS FOR ENGINEER STUDY PROGRAMMES AT THE FACULTY OF CHEMICAL AND FOOD TECHNOLOGY, STU IN BRATISLAVA

Article 1
Introductory Provisions

(1) Additional admission conditions (hereinafter “additional conditions”) for engineer study programmes at the Faculty of Chemical and Food Technology, Slovak University of Technology in Bratislava (hereinafter “FCHPT STU”) are stated in agreement with Section 27 par. 1 letter i) of Act No. 131/2002 Coll. On Universities and changing and amending certain laws, as amended (hereinafter referred to as "Act"), in agreement with Section 6 par. 4 of the Statute of the Slovak University of Technology in Bratislava and in agreement with Section 4 of the Rules and Conditions for Admission to Study Programs of the First, Second and Third Degree at the Slovak University of Technology in Bratislava (hereinafter referred to as "Rules"). The document sets in detail the period to file applications to study in graduate courses, the rules for determining planned numbers of accepted applicants, the fundamental admission conditions to courses with procedures of verification of filed information, as well as evaluation and assessment of results.

Article 2
Precondition for Admission

(1) The precondition for admission to a study program of the second degree (hereinafter “engineer study” or “graduate study”) is to have reached the complete first degree education (hereinafter “bachelor study” or “undergraduate study”) (Section 56 par. 2, Act therein).

Article 3
Determining the number of accepted applicants

(1) The number of applicants accepted to graduate courses at the Faculty is regulated by the Dean of the Faculty (Section 55 par. 7 of the Act, Article 17 of the Statute of STU).
(2) If a greater number of applicants fulfil the conditions for admission to the study program, the candidates who have demonstrated the highest degree of ability to study under the conditions of acceptance will be accepted.

(3) If the applicants meet the requirements for admission to the engineer study program but cannot be admitted due to insufficient number of available places, FCHPT STU can offer them the opportunity to study other engineer study program with vacancies.

(4) If the number of candidates admitted to a graduate study program is less than 5, the Dean may decide not to open the study program. In this case, FCHPT STU can offer the candidates the opportunity to study other engineer study program with vacancies.

**Article 4**

**Admission Procedure**

(1) An interested applicant will be included in the admission process for graduate studies after delivering an “application to study in graduate course” to the Faculty.

(2) The application must be delivered in electronic form without a secure electronic signature using the Academic Information System (herein „AIS“). AIS allows verification of the applicant’s registration from the date of application delivering to the date of termination of the admission procedure. In the application, the applicant is obliged to provide the data required by § 58 par. 3 of the Act (Article 5 (7) of the Rules); without the submission of all the data, the application cannot be uploaded.

(3) The application must be uploaded by the date set by the Dean of the Faculty and it must contain all the required documents (Par. 5 of this Article).

(4) The deadline for application submission set by the Dean is no later than 15th June of the calendar year in the first round of the admission procedure. The Dean of the Faculty has the authority to announce the second round of the admission procedure. The deadline for application submission set by the Dean is no later than 15th August of the calendar year in the second round of the admission procedure.

(5) Before the deadline, the applicant shall enclose in the electronic form using AIS the following documents to the application form:
   a) Copy of the bachelor diploma; in the first round of the admittance procedure immediately after the school-leaving exam or not later than on the day of enrolment for study;
   b) Copy of the diploma supplement; in the first round of the admittance procedure immediately after the school-leaving exam or not later than the day before the date of the meeting of the Commission for assessing the proficiency of applicants for undergraduate study;
   c) Receipt (duplicate receipt) of payment for admission procedure according to Section 92 par. 10 of the Act. Neither the fee nor its part will be repaid to the applicant after application submission;
(6) Applicant may also enclose in the electronic form using AIS copies of certificates of participation or awards at the student scientific conferences.

(7) Notarized copies of the documents referred to in the par. 5 a) and b) of this Article shall be delivered by the applicant at the latest on the day of enrolment for study.

(8) The admitted applicant shall provide a medical approval confirming the ability of the applicant to study at the FCHPT. The medical approval shall be provided no later than at the time of enrolment for study. The medical approval is required due to the necessity of handling during study with chemical or biological agents.

(9) In case the applicant is a graduate of a bachelor study abroad, the applicant will enclose a decision on the recognition of education issued by a recognized educational institution in the Slovak Republic (Act No. 422/2015 Coll.) at the latest on the day of enrolment for study. At the Slovak University of Technology in Bratislava, the agenda is provided by the Department of Education and Students Care, Rector’s Office of STU, Vazovova 5, 812 43 Bratislava 1, Slovakia.

(10) Applicants for study in English will enclose to the application a language certificate (TOEFL, IELTS).

(11) The applicant may also submit a written application filled in outside the AIS on the form prescribed by the Ministry of Education, Science, Research and Sports of the Slovak Republic. For the written application, the provisions of paragraph 3 of this Article are kept. Copies of the documents referred in the point 5 shall be attached in the paper form.

(12) The documentation enclosed to application will not be returned to the applicant, as it is an integral part of the application.

**Article 5**

**Evaluation of results of the admission procedure**

(1) The main objective of the admission procedure for the engineer degree program of study is to verify the technical competence of the candidate to study in the chosen program of study.

(2) The entrance examination is not administered. Applicants are admitted on the basis of results achieved during the bachelor studies; results are assigned a score. A score is assigned according to:
   a) Weighted grade average for the whole bachelor study,
   b) Participation and awards at student scientific conferences.

(3) For a weighted grade average in a bachelor study, the candidate will receive a maximum of 100 points for an average of 1.00 and then points are linearly reduced to a minimum of 0 points for an average of 4.00.
(4) Participation at student scientific conferences shall be taken into account by 10 points for participation, 15 points for the third place, 20 points for the second place and 25 for the 1st place, but not more than 50 points in total.

(5) The order of admitted candidates will be set up separately for each study program according to the scoring.

(6) The Dean may set a minimum number of points needed for admission to the undergraduate level programs.

(7) A condition for admission to study in English is to reach at least 80 points in the TOEFL test or at least 6.5 points in IELTS test.

(8) Evaluation of the admission procedure and proposal of candidates for admission to study in the respective study program is carried out by the Commission for assessing the proficiency of applicants for undergraduate study. The Commission is appointed by the Dean of the faculty.

(9) The candidate, who will not satisfy precondition for study at the time of verification of the admission conditions fulfilment, may be admitted conditionally. The deadline for documenting the fulfilment of the precondition for admission is the date of enrolment for study (§ 58 paragraph. 1 of the Act).

Article 6
Decision on the outcome of the admission procedure

(1) The admission of a candidate is subject to decision of the Dean of the Faculty.

(2) The execution and delivery of the decision on the outcome of the admission procedure is governed by law (§ 58 paragraph. 7 of the Act).

(3) The applicant may file a request for review of the decision of the dean within eight days of its receipt. The application shall be submitted to the Dean FCHPT STU. Processing of application shall be governed by the law (§ 58 paragraph. 8).

Article 7
Final Provisions

(1) Additional admission conditions for the engineer study programs at FCHPT STU in Bratislava come into force on the date of approval by the Academic Senate FCHPT STU in Bratislava.
Additional Admission Conditions for Engineer Study Programmes at the Faculty of Chemical and Food Technology, STU in Bratislava

prof. Ing. Vladimír Lukeš, DrSc.  
Chairman of FCHPT STU Academic Senate

Dr.h.c. prof. Ing. Ján Šajbidor, DrSc.¹
Dean of FCHPT STU

¹ Original signed document "Additional Admission Conditions for Engineer Study Programmes at the Faculty of Chemical and Food Technology, STU in Bratislava" is stored and available for inspection at the Dean’s Office, FCHPT STU in Bratislava.