

ENTRANCE PROCEDURE AND CONDITIONS FOR ACCEPTANCE

**INTO THE MASTER'S DEGREE PROGRAMS AT THE CTU IN PRAGUE
FACULTY OF TRANSPORTATION SCIENCES
FOR THE ACADEMIC YEAR 2024 - 2025**

(WITH DEADLINE FOR APPLICATIONS 31st March 2024)

I. OVERVIEW OF STUDY PROGRAMMES TAUGHT IN ENGLISH

The entrance procedure for applicants for the academic year 2024 - 2025 will take place in the following master's degree programmes.

Master's degree study programmes (following the Bachelor's degree programme)

The standard length of study: 2 years; degree: Ing.

Study programme	code	form	language	place
Intelligent Transport Systems	IS*	full-time	english	Prague
Smart Cities	SC**	full-time	english	Prague

* the IS program can also be studied in English in the form of a double degree in cooperation with a foreign university (Linköping University, Sweden)

** the SC program can only be studied in English in the form of a double degree in cooperation with a foreign university (The University of Texas at El Paso, USA)

The full-time study takes the form of daily classes. It consists of lectures and seminars in individual study courses. The study is project-oriented, which means that students choose their student project.

The fee for study programs taught in English is given by Appendix 5 „Study fees“ to the CTU Statute. The specification of the fee payment and the study conditions will be set in the agreement between the CTU in Prague Faculty of Transportation Sciences and a student. The fee for study in English is currently 66 000 CZK per one semester of study in the master's degree study programme. Exceptions are double-degree programs where fees are as follows:

- the IS program in the form of double degree study is charged 500, - EUR per semester
- the SC program in the form of double degree is free of charge

II. BASIC INFORMATION AND IMPORTANT DATES

The term of submission of applications:	by 31st March 2024 the term applies equally to: <ul style="list-style-type: none">• filling out the electronic application on website prihlaska.cvut.cz• payment of an administrative fee
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Period of (and place of) entrance examinations:	from 3rd June 2024 to 28th June 2024 in Prague for applicants for: • master's degree study programme
Alternative period of entrance examinations:	from 26th August 2024 to 13th September 2024
Results of entrance procedure	28th June 2024
Registration to the study	July - September 2024
Start of teaching in the academic year 2024 – 2025	23rd September 2024

Applications for the studies in Prague	
Information on studies in Prague:	Lýdie Tetíková, Eva Vicenová Study department of CTU in Prague Faculty of Transportation Sciences Konviktská 20, Prague 1 cell phone: +420 605 501 764, +420 770 138 720 phone: +420 224 359 540, 420 224 359 542 e-mail: tetikova@fd.cvut.cz vicenova@fd.cvut.cz

III. PROCEDURE FOR SUBMISSION OF APPLICATION FORMS

The submission of a filled application form is necessary for the beginning of the entrance procedure. The number of submitted application forms is not limited.

Applicants from Russia and Belarus are advised that CTU FTS is obliged to comply with the currently valid sanctions regulations of the European Union, the result of the admission procedure will be based on these currently valid sanctions regulations.

1) Filling out the electronic application form

Applicants have to fill out the electronic application form:

- on-line on the website www.prihlaska.cvut.cz
- completely and honestly
- in English

Applicants have to specify in the application form:

- type of study programme (master)
- form of study (full-time)
- programme of study (IS, SC)

2) Payment of the administration fee

There is an administrative fee of **900 CZK** for the tasks connected with entrance procedures (for each application form).

The fee must be paid by the deadline for submission of applications - **31st March 2024**.

Payment can be made by internet card payment at the internet address www.prihlaska.cvut.cz (we prefer this payment method).

It is also possible to pay the fee by cashless transfer by bank transfer or by postal order according to the information below.

Administrative fee	
fee	900 CZK
bank	Komerční banka a. s., Praha 1
account number	19-3322370227/0100
SWIFT	KOMBCZPPXXX
IBAN	CZ6301000000193322370227
reference number	77777
constant symbol	378-cashless transfer 379-postal order
specific symbol	application code
company registration number	68407700

3) Acceptance of the application as the beginning of the entrance procedure

The completed and paid application will be accepted into the entrance procedure only after the payment has been paired with the submitted application. Applicants can check the status of the application in their electronic application form. Payments made and sent after the deadline will not be accepted.

The last day for filling out the application form and paying the administrative fee is 31st March 2024.

IV. ADMISSION CONDITIONS

In accordance with the written instructions from the Faculty (delivered by email during May 2024), all applicants will submit documents listed below no later than the day of the entrance examination (or term set in the sent information).

1) Proof of previous educational attainment

All applicants shall submit an officially certified copy of their previous successfully completed studies according to the type of study programme.

- The condition of a **master's degree study program** is the completion of a university degree of at least bachelor type. All applicants shall submit a certified copy of the diploma and the Diploma Supplement or other confirmation containing a list of completed subjects and achieved study average. These documents do not have to be submitted by applicants who have completed a bachelor's degree program at the Czech Technical University in Prague, Faculty of Transportation Sciences.

The applicants who completed previous studies abroad will submit a validated Bachelor's Diploma – called **nostrification** (except for those who have completed their education in the Slovak Republic).

Assessment of foreign education can be carried out through the rectorate of CTU. Information can be found at website:

<https://www.cvut.cz/en/validation-of-foreign-university-education-and-qualifications-nostrification>

2) Proof of knowledge of the English language

(for all studies taught in English)

Applicants for study in the study programmes IS and SC are required to prove their knowledge of English. The level of English can be demonstrated in one of the following ways:

- citizenship of the state with the official language "English"
- confirmation of successful completion of previous studies in English

- confirmation of successful completion of English language course in the previous university studies (which as a whole does not have to be in English)
- internationally recognized certificate

V. ENTRANCE EXAMINATIONS AND CRITERIA OF THEIR EVALUATION

The applicants will be accepted to the study after fulfilling all the previously mentioned conditions and on the basis of evaluation criteria set for each study programme.

The acceptance criterion is the number of achieved points. The final number of points of each applicant is based on the result of the entrance examination. The ranking of candidates is created by the number of points.

The minimum number of points required for admission to the study is set for each study programme.

The entrance examination will take place during one day in the period from 3rd June 2024 to 28th June 2024. Date, time and place of the entrance examination will be stated in the invitation to the entrance examination that will be delivered electronically to the applicants by means of an email sent by the Faculty at least 3 weeks before the date of the exam.

In case the applicant is not able to attend the entrance examination in Prague on the assigned date and time, and when the applicant excuses himself with the faculty's study department no later than on the day of the entrance examination, he/she may be given opportunity to attend alternate entrance examination. Alternate entrance examination for excused applicants will take place in the period from 26th August 2024 to 13th September 2024.

1) Intelligent Transport Systems (IS)

Applicants for the studies are to take a written entrance examination in two thematic areas. At the same time applicants participate in the project selection process.

Without a written entrance examination will be admitted to study students or graduates of the B1041A040001/B 3710- Technology in Transportation and Telecommunications study program at any university in the Czech Republic who have achieved an arithmetic study average of 1.0000 to 1.9000 (on 16th April 2024).

Without a written entrance examination will be admitted to the study applicants who have successfully completed a bachelor's degree study in English at a university in the Czech Republic or a foreign university. The previous studies have to meet the required applicant profile corresponds to the fundamentals of mathematics, physics, and technical disciplines (which corresponds to orientation in the direction of traffic systems and telematics, informatics and telecommunications).

Applicants for studies in the IS program taught in English, who have completed their previous studies abroad, must provide by **March 31, 2024**, a copy of the diploma from the university where they completed their previous bachelor's studies, a nostrification, as well as a transcript of the grades of all completed subjects, confirmed by the university, and knowledge of the English language.

Assessment of foreign education can be carried out through the rectorate of CTU. Information can be found at website:

<https://www.cvut.cz/en/validation-of-foreign-university-education-and-qualifications-nostrification>

The maximum number of applicants admitted to the study program is limited by the capacity of student projects.

Evaluation of written entrance examination

In the written examination of two thematic areas, the applicant demonstrates sufficient professional knowledge of the issues related to the program.

- a written entrance examination in each thematic area takes 45 minutes
- maximum total score is 50 points
- the minimum number of points required to be accepted to the study for the academic year 2024 – 2025 is set at **28**
- the maximum number of points from one topic is 25 points
- written examination is in the English language
- for the written examination, the candidate will only bring pen and several clean A4 papers
- It is not allowed to use any other aids or electronic devices, including mobile phones
- Topics are listed in the following table

Programme	Thematic area 1	Thematic area 2
IS	Transport engineering	Transport telematics

Specifics of double degree study in IS

The IS program (taught in English) can be studied in double degree form in cooperation with Linköping University in Sweden, which implements the content-related study program.

Graduates of the degree program in cooperation with a foreign university are awarded the academic degree "engineer" (Ing.) And also the academic title of the foreign university according to the legislation in force in the respective country.

The fee of double degree study is 500 EUR per semester. The specification of the payment of the fee and study conditions will be stipulated in the contract of CTU in Prague with the student.

Applicants must apply for a double degree in the IS programme by letter sent to the Study Department together with the completed application form by 31st March 2024.

The cooperating foreign university reserves the right not to accept a double degree applicant. The Faculty of Transportation Sciences assumes no responsibility for this decision of the cooperating CTU in Prague.

2) Smart Cities (SC)

The Smart Cities programme can only be studied in English in the form of a double degree in cooperation with the University of Texas in El Paso.

Applicants do not take a written entrance examination. Instead, they will submit a motivation letter in English together with the application (1 page A4), no later than 31st March 2024. In the letter, they will show interest in Smart Cities, expectations of their studies, and will outline the topics they would like to work on in their Master's thesis. This motivation letter will be the basis for discussion during the entrance interview that will be conducted in English.

- maximum total score is 100 points
- the minimum number of points required to be accepted to the study for the academic year 2024– 2025 is set at **70**
- applicants will be admitted in the order based on their total score (VPB) from the highest to the lowest until the number of the admitted applicants for the academic year 2024 – 2025 is met
- for the academic year 2024-2025, a **maximum of 5 applicants** will be admitted

- the candidates' level of English language will be assessed by the committee during the interview
- the second year of study in the SC program takes place in person in the USA, so it is necessary that due to the need to obtain an American student visa F-1, applicants have to be citizens of one of the Member States of the European Union.

The results are recalculated to a 0 to 100 points scale according to the following formula:

$$VPB = 40 \cdot \frac{1}{AP} + e + n$$

Legend to the formula:

- *VPB*.....total score
- *AP*.....arithmetic average in the previous bachelor's study
(as of 16th April 2024)
- *e*.....motivation letter in English (0 to 20 points)
- *n*.....evaluation of the entrance interview (0 to 40 points)

There is no tuition fee in the SC program. Based on the concluded memorandum of cooperation between CTU in Prague, Faculty of Transportation Sciences, and The University of Texas at El Paso, students do not pay a fee for studying in the English language at CTU Faculty of Transportation Sciences or tuition at The University of Texas at El Paso in the USA.

Study in the SC program is intended for graduates of bachelor's study programmes with a technical focus; at the CTU in Prague, the Faculty of Transportation Sciences, these are all programs or fields with the exception of the PIL and TUL programmes.

Other prerequisites for successful studies in the Smart Cities program that the applicant acknowledges upon passing the entrance interview:

- requirement to pass TOEFL test during the first year of studies (min. 80 points for the internet-based test)
- requirement to try to pass the GRE General Test during the first year of studies (minimum score not specified)
- requirement to complete all courses of the Smart Cities program study plan during the first year of studies at CTU while keeping in mind that a grade worse than C according to the ECTS classification scale cannot be transferred to The University of Texas at El Paso

VI. RESULTS OF THE ENTRANCE PROCEDURE

The results of the entrance procedure will be published by 28th June 2024. Applicants can find the results in the application www.prihlaska.cvut.cz after entering their application code.

The Dean's decision of acceptance/non-acceptance will be delivered to applicants via email (within 30 days from the verification of all conditions). The decision also includes a statement of reasons and guidance on the possibility of appeal against the decision within 30 days of its notification. The applicant has the right to access the file only after the decision has been notified.

Notification of admission to study gives applicants the right to enroll in studies. The faculty shall communicate the date of enrollment to the admitted applicants together with the decision on admission to study. The applicant becomes a student on the day of enrollment.