

# 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 2025 - 2026

(WITH DEADLINE FOR APPLICATIONS 31<sup>st</sup> March 2025)

## I. OVERVIEW OF STUDY PROGRAMMES TAUGHT IN ENGLISH

The entrance procedure for applicants for the academic year 2025 - 2026 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

|  |  |
|--|--|
| <b>The term of submission of applications:</b> | <b>by 31<sup>st</sup> March 2025</b><br><br>the term applies equally to: <ul style="list-style-type: none"><li>• filling out the electronic application on website <a href="http://prihlaska.cvut.cz">prihlaska.cvut.cz</a></li><li>• payment of an administrative fee</li></ul> |
|--|--|

|   |   |
|---|---|
| <b>Period of (and place of) entrance examinations:</b>    | <b>from 2<sup>nd</sup> June 2025 to 27<sup>th</sup> June 2025</b><br>in Prague for applicants for:<br>• master's degree study programme |
| <b>Alternative period of entrance examinations:</b>       | <b>from 25<sup>th</sup> August 2025 to 12<sup>th</sup> September 2025</b>   |
| <b>Results of entrance procedure</b>                      | <b>27<sup>th</sup> June 2025</b>  |
| <b>Registration to the study</b>                          | <b>July - September 2025</b>  |
| <b>Start of teaching in the academic year 2024 – 2025</b> | <b>22<sup>nd</sup> September 2025</b>   |

|   |   |
|---|---|
| <b>Applications for the studies in Prague</b> |   |
| <b>Information on studies:</b>                | <b>Bc. Kamila Matějů, Eva Vicenová</b><br>Study department of CTU in Prague Faculty of Transportation Sciences<br>Konviktská 20, Prague 1<br>cell phone: +420 770 138 718, +420 770 138 720<br>phone: +420 224 359 578, +420 224 359 542<br>e-mail: kamila.mateju@fd.cvut.cz<br><br>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](http://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 **950 CZK** for the tasks connected with entrance procedures (for each application form).

The fee must be paid by the deadline for submission of applications - **31<sup>st</sup> March 2025**.

Payment can be made by:

- internet card payment at the internet address [www.prihlaska.cvut.cz](http://www.prihlaska.cvut.cz) (we prefer this payment method).
- cashless transfer by bank transfer or by postal order according to the information below.

| <b>Administrative fee</b>   |   |
|-----------------------------|---|
| fee                         | <b>950 CZK</b>                            |
| bank                        | Komerční banka a. s., Praha 1             |
| account number              | 19-3322370227/0100                        |
| SWIFT                       | KOMBCZPPXXX                               |
| IBAN                        | CZ6301000000193322370227                  |
| reference number            | 77777                                     |
| constant symbol             | 378-cashless transfer<br>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 31<sup>st</sup> March 2025.**

## **IV. ADMISSION CONDITIONS**

The written instructions from the Faculty will be delivered by e-mail during May 2025:

- to the contact e-mail, which they enter in the application
- by message in the electronic application

### **1) Proof of previous educational attainment**

- all applicants shall submit an officially certified copy of their previous successfully completed studies
- the applicants upload the documents to the electronic application [www.prihlaska.cvut.cz](http://www.prihlaska.cvut.cz) in PDF document
- 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 2<sup>nd</sup> June 2025 to 27<sup>th</sup> June 2025. 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 25<sup>th</sup> August 2025 to 12<sup>th</sup> September 2025.

### **1) Intelligent Transport Systems (IS)**

Applicants who have successfully completed a Bachelor's degree will be admitted to the IS program taught in English without a written exam, provided that they have:

- graduated from a university in the Czech Republic where the language of instruction was English, or
- graduated from a foreign university
- students or graduates of the study programs B1041A040001/B3710 – Technology in transportation and Telecommunications, B1041A040003/B3710 Professional Pilot (Czech), B1041A040004/B3710 Professional Pilot (English), and B0716A040001/B3710 Air Traffic Control and Management who have achieved a GPA of 1.0000 to 1.9000 in courses within the recommended study plan by April 16, 2025, will be admitted to the study program without a written entrance exam.

The applicants will be accepted provided that, the previous study meets the required profile of an applicant with a background in mathematics, physics, and engineering disciplines (corresponding to a focus in the field of transport systems and telematics, computer science, and telecommunications).

These applicants must submit by March 31, 2025:

- a copy of their university diploma, a nostrification certificate, a transcript of records certified by the university
- proof of English language proficiency by one of the following means: by March 31, 2025:
  - citizenship of a country with „English“ as an official language
  - documentation of successfully completed English language studies as part of their previous university studies (which may not have been conducted entirely in English)
  - an internationally recognized certificate

Applicants can apply for the assessment of foreign education (nostrification) through the CTU Rectorate: <https://www.cvut.cz/en/validation-of-foreign-university-education-and-qualifications-nostrification>

### **Specifics of double degree study in IS**

The IS program taught in English can be studied as a double degree in cooperation with Linköping University in Sweden, which offers a thematically related program. Graduates of the program carried out within the framework of cooperation with a foreign university will be awarded the academic title "Engineer" (Ing.) and also the academic title of the foreign university according to the applicable legislation in the respective country.

The tuition fee is 500 EUR per semester. The specific details of the fee payment and study conditions will be set out in an agreement between the CTU in Prague, Faculty of Transportation and the student.

Applicants wishing to enroll in the double degree program in the IS program must submit a letter of application through the application portal: [www.prihlaska.cvut.cz](http://www.prihlaska.cvut.cz) by March 31, 2025.

The cooperating foreign university reserves the right not to admit applicants for the double degree program. CTU in Prague, Faculty of Transportation assumes no responsibility for this decision.

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 2025 – 2026 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:

| <b>Programme</b> | <b>Thematic area 1</b> | <b>Thematic area 2</b> |
|------------------|------------------------|------------------------|
| <b>IS</b>        | Transport engineering  | Transport telematics   |

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

## 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 will not be required to take a written entrance exam.

By March 31, 2025, applicants upload the documents to the electronic application [www.prihlaska.cvut.cz](http://www.prihlaska.cvut.cz) in PDF format:

- one-page A4 structured resume
- one-page A4 motivation letter in English. The motivation letter should demonstrate interest in the field of Smart Cities, outline expectations from the study program, and suggest potential topics for the thesis. This motivation letter will serve as the basis for a discussion during the oral interview, which will also be conducted in English.
- a copy of their university diploma, a nostrification certificate, a transcript of records certified by the university

### Evaluation of the oral interview

- maximum total score is 100 points
- the minimum number of points required to be accepted to the study for the academic year 2025– 2026 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 2025 – 2026 is met
- for the academic year 2025-2026, a **maximum of 5 applicants** will be admitted
- the candidates' level of English language will be assessed by the committee during the interview

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 16<sup>th</sup> April 2025)
- *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.

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.

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 27<sup>th</sup> June 2025. Applicants can find the results in the application [www.prihlaska.cvut.cz](http://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.