

## **Dean's Directive No. 3-2014 on Admission Procedures to the Master Continuation Study Programme at the Faculty of Nuclear Sciences and Physical Engineering of the Czech Technical University in Prague for the Academic Year 2015 – 2016**

This Directive amends the Notification of Admission Procedures to the Master Continuation Study Programme of the Faculty of Nuclear Sciences and Physical Engineering of the Czech Technical University in Prague (referred to as the FNSPE of the CTU), for the academic year 2015 – 2016 and provides the guidelines for its implementation.

### **I. Basic information on the Master Continuation Study Programme of the Faculty of Nuclear Sciences and Physical Engineering of the CTU in Prague and the offer of branches**

The full-time Master Continuation Study Programme of the FNSP of the CTU in Prague is referred to as the Application of Natural Sciences.

The branches offered are as follows:

<b>Branch</b>	<b>Code No.</b>	<b>Abbreviation</b>
Mathematical Engineering	3901T021	MI
Mathematical Physics	3901T069	MF
Applied Mathematical Stochastic Methods	3901T068	AMSM
Mathematical Informatics	3901T058	MINF
Computational Physics	3901T065	IF
Applied Software Engineering	3901T056	ASI
Nuclear Engineering	3901T016	JI
Dosimetry and Applications of Ionising Radiation	3901T060	DAIZ
Experimental Nuclear and Particle Physics	3901T061	EJCF
Radiological Physics	3901T034	RF
Solid State Engineering	3901T066	IPL
Diagnostics of Materials	3901T059	DM
Physics and Technology of Thermonuclear Fusion	3901T062	FTTF
Laser Technology and Electronics	3901T070	LTE
Optics and Nanostructures	3901T071	ON
Nuclear Chemistry	3901T072	JCH

When submitting the application, the applicant may choose just one of the branches listed above.

### **II. Submitting the application**

1. For the Master Continuation Study Programme offered by the FNSP of the CTU in Prague for the academic year 2015 – 2016 just one application form completed in its entirety and signed is submitted, either on-line as an electronic form (see part II-2 below) or as a printed form (see part II-3 below) by **31 March 2015**.
2. **On-line application** includes:
  - a. An electronic form completed in its entirety, printed out and signed, which is available at: <http://prihlaska.cvut.cz>.
  - b. Payment of a fee of 500 CZK covering costs related to the admission procedure. Payment can be made by transfer, money order, or in cash at the Faculty Payment Office. Details for payment are:

Account Number: 19-5373100277/0100  
Constant Symbol: 379  
Variable Symbol: 77777  
Specific Symbol: **application form code**
  - c. Any proof of fee payment according to part b (see above).
  - d. Enclosure of further documents related to the admission procedure if available at the time of application, as specified by the conditions of the admission procedure. The documents will include a certified copy of the school-leaving examination or its original presented to the Department of Student Affairs; a diploma to document higher education achieved by the applicant; or, if necessary, proof of equal standard or validation of secondary and higher education programmes taken in a foreign country; or an examination certificate proving Czech language competence at a level not below B2. These requirements do not apply to FNSPE students and graduates. No health certificate is required.
  - e. Documents listed in parts a-d are to be sent by registered post or delivered in person to the following address:

FJFI ČVUT, studijní oddělení (= Department of Student Affairs), Břehová 7, 115 19  
Praha 1.
3. Application **in a printed form** (see *Application form for Study in the Bachelor or Master programme*) includes:
  - a. An application form completed in its entirety and signed.
  - b. Payment of a fee of 500 CZK covering costs related to the admission procedure. Payment can be made by transfer, money order, or in cash at the Faculty Payment Office. Details for payment are:

Account Number: 19-5373100277/0100  
Constant Symbol : 379  
VariableSymbol : 77777  
Specific Symbol : **applicant's personal identification number or passport number for foreign students**, as applicable.

- c. Any proof of fee payment according to part b.
- d. Enclosure of further documents related to the admission procedure if available at the time of application, as specified by the conditions of the admission procedure. The documents will include a certified copy of the school-leaving examination or its original presented to the Department of Student Affairs; a diploma to document higher education achieved by the applicant or, if necessary, proof of equal standard or validation of secondary and higher education programmes taken in a foreign country; or an examination certificate proving Czech language competence at a level not below B2. These requirements do not apply to FNSPE students and graduates. No health certificate is required.
- e. Documents listed in parts a-d are to be sent by registered post or delivered in person to the following address:

FJFI ČVUT, studijní oddělení, (= Department of Student Affairs), Břehová 7, 115 19 Praha 1.

4. Bank account number for payment of admission procedure fees from abroad is :

Swift Code: KOMBCZPP – IBAN: CZ1501000000195373100277 - type of payment “OUR“ or such that all charges are covered by the payer.

- 5. It is **not possible to submit more than one concurrent application** for the Master Continuation Study Programme during one admission procedure. The charges for applications submitted will not be reimbursed.
- 6. Upon receipt of the documents according to part 2e or 3e and evidence of payment of costs related to the admission procedure, the application is accepted and the application procedure may start.
- 7. Documents relevant to the admission procedure and not available at the time of submission can be submitted subsequently (see II.-2.d. or II.-3.d., above, as appropriate). Subsequent submission is part of the verification required for the admission procedure. The deadline is 30 June 2015.
- 8. Applicants who are not able to meet the conditions of the admission procedure in due time are offered a deferred or contingency date.

### **III. Entrance examination**

Written entrance examinations are to establish the standards of applicants in theoretical bachelor courses taken at the FNSPE of the CTU in Prague; they are followed by an interview.

Entrance examinations in Mathematics and Physics are obligatory for applicants in the branches of Mathematical Engineering, Mathematical Physics, Applied Mathematical Stochastic Methods, Computational Physics, Nuclear Engineering, Dosimetry and Applications of Ionising Radiation, Experimental Nuclear and Particle Physics, Radiological Physics, Solid State Engineering, Diagnostics of Materials, Physics and Technology of Thermonuclear Fusion, Laser Technology and Electronics, and Optics and Nanostructures.

Entrance examinations in Mathematics and Informatics are obligatory for applicants in the branches of Mathematical Informatics and Applied Software Engineering.

Entrance examinations in Physics and Chemistry are obligatory for applicants in the branch of Nuclear Chemistry.

Standards of course requirements for the admission procedure and sample tests for entrance examinations are available to applicants to the Master Continuation Study Programme at the FNSPE web page.

Bachelor graduates from the FNŠP of the CTU or graduates from other institutions of higher education in an adequate bachelor programme can be granted exemption from the entrance examination at the request of the Dean. The standard allowing for exemption from entrance examinations conforms to the contents of mathematical courses at level B at least as taught at the FNSPE of the CTU in accordance with the Policies and Procedures for Bachelor and Master Courses of the FNSPE of the CTU in Prague, Sec. 7, specifically Calculus 1, Linear Algebra 1, Calculus B 2-4, and Linear Algebra B 2.

#### **Entrance Examination Rules:**

1. Candidates will attend the examination in person and prove their identity with a valid identification document or a passport, as applicable.
2. The entrance examination will be held in the premises of the FNSPE of the CTU at Trojanova Street 13, Prague 2, at 9.00 AM on **16 June 2015**.
3. Entrance examinations will also be open to students completing their programme in the autumn.
4. Details on entrance examinations will be provided to applicants in the written form by the Department of Student Affairs.
5. Results of the entrance examination as well as the marked examination test will be available to the applicant during interview on the day of examination.
6. Applicants cannot be admitted to the Master Continuation Study Programme more than twice.

If necessary, an individual study plan for the first and second semester will be arranged for candidates admitted, which will enable them to reach a level that conforms to the standard of a bachelor graduate from the FNŠP of the CTU in the relevant branch or specialization preceding the Master Continuation Study Programme.

#### **IV. Admission procedure**

1. Candidates exempt from the entrance examination in terms of the Notification of Admission Procedures will be admitted to the study programme after verification of the remaining entrance conditions. They will receive the Dean's decision after delivering all the documents requested by the Notification of Admission Procedure (see part II-7 of this Directive).

2. Candidates **not exempt from the entrance examination** will receive a written invitation to the examination. Their admission is based on examination scores. Successful candidates will receive the Dean's decision on admission after delivering all the relevant documents required by the Notice (see part II-7 of this Directive).
3. If necessary, the Dean will announce a deferred or contingency admission procedure date.

#### **V. Registration for the study programme**

1. Regular registration dates for the Master Continuation Study Programme offered by the FNSPE of the CTU in Prague are set by the Department of Student Affairs. To enrol, the applicant will be present in person and will prove their identity with a valid identification document or passport, as applicable.
2. Courses start according to the timetable of the following academic year.

#### **VI. Dates**

Submission deadline for applications:	31 March 2015
Date of entrance examination for the Master Study Continuation Programme:	16 June 2015, 9.00 AM
Submission deadline for additional documents according to parts II-2d, II-3D respectively:	30 June 2015
Enrolment for the 1st year of the Master Continuation Study Programme:	according to the instruction of the Department of Student Affairs
Beginning of the 1st year courses:	according to the timetable

Prague, 30 November 2014  
Č.j. 1317-01/14/14910

Prof. Ing. Igor Jex, DrSc.  
Dean