

Dean's Regulation No. 6 /2025

Conditions for the admission procedure to master's degree programme Smart Sustainable Solutions for the academic year 2025/2026 at the Faculty of Environmental Sciences (FZP), Czech University of Life Sciences (CZU)

1 Announcement of the conditions of admission

Pursuant to Sections 48 through 50 of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments to Other Acts (Act on the Higher Education Institutions), as amended (hereinafter the "Act"), and in accordance with the Internal Regulations the Czech University of Life Sciences (CZU), the Dean of the Faculty of Environmental Sciences CZU announces the following conditions of the admission procedure for studying master's degree programme Smart Sustainable Solutions in combined form for the academic year 2025/2026 at the Faculty of Environmental Science CZU.

The essential condition for admission to the master's degree programme is successful completion of studies in any type of university study programme and successful completion of the entrance exam. Pursuant to Sections 49 and 58 (1) and (4) of the Act, the Faculty of Environmental Sciences CZU sets the following additional conditions:

- The Faculty of Environmental Sciences CZU will accept only applications submitted in electronic form. The electronic form is available at <https://is.czu.cz/prihlaska/>.
- The application can be submitted after payment of the fee for the admission procedure (see the information below). The "registration number of the application form" must be quoted as a specific symbol of the payment; this number will be sent to applicants through email after their applications are confirmed.

Fee: CZK 750 Bank name: Česká spořitelna, a. s. Account: 500022222/0800 IBAN: CZ38 0800 0000 0005 0002 2222 SWIFT: GIBACZPX Constant symbol: 179 Variable symbol: 4275000125 Specific symbol: application reg. number	Address of the International Relations Office of the Faculty of Environmental Sciences: Czech University of Life Sciences Prague Faculty of Environmental Sciences International Relations Office Kamýcká 129 165 00 Praha – Suchbát
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The fee for the registration of an application can be paid by transfer to the above account number, or by online payment card via the payment gateway in the electronic application form. The fee is payable by the latest date of submission of the application for the relevant phase of the admission procedure. The fee is not refundable in any phase of the admission procedure.

When a payment sent for an application is not indicated as paid within 10 working days, the applicant should contact a coordinator of the FZP International Relations Office (admission_fes@fzp.czu.cz).

2 Organisation of the admission procedure

By this regulation, the first phase of the admission procedure to master's degree programme Smart Sustainability Solutions for the academic year 2025/2026 at the Faculty of Environmental Sciences CZU is announced. If the determined maximum number of admitted applicants is not reached (see Annex 1), the Dean of the the Faculty of Environmental Sciences CZU may decide to open additional phases of the admission.

2.1 Schedule of the admission procedure

Deadline for submission of applications and payment of the application fee	1 May 2025 – 30 June 2025
Uploading documents to the system	4 June 2025 – 11 July 2025
Ecolution Admission Exam	18 July 2025 – 8 August 2025
Meeting of the main Admission Committee and announcement of the results of the first phase of the admission procedure	by 25 August 2025

2.2 Documents to be submitted

The applicants are to submit the following documents for the admission procedure:

- bachelor's diploma; applicants who will complete their university degree after the application submission deadline, but no later than by September 2025, will submit a confirmation from their university about the completion of studies;
- List of all grades obtained during the bachelor's degree programme studies (Transcript of records);
- CV in English;
- Confirmation of English language level (certificate or proof of previous education in English).

These documents are part of the application and must be uploaded via the form at <https://www.ecolutionmsc.eu/formal-application-form/>.

2.3 Ecolution Admission Exam (EAE)

The EAE is administered by the Ecolution consortium (<https://www.ecolutionmsc.eu/application-guidelines>) under a grant agreement. The EAE consists of an assessment of the relevance of the applicants' previous education and other study prerequisites based on the documents referred to in section 2.2 and a subsequent online interview in English with selected applicants. The specific date and method of the interview will be communicated to the applicant by email after the evaluation of the documents. The interview itself is aimed at verifying the applicant's knowledge of the English language, motivation to study, presentation of the applicant's skills and knowledge in relation to the relevant study

programme, and orientation in the chosen study programme. After the EAE evaluation, the Ecolution project consortium will submit the results of each candidate to the Faculty of Environment of the ČZU.

3 Evaluation of the admission procedure

Only applications that meet the formal requirements (no obvious defects, complete and paid) and are submitted by the deadline according to the timetable for the relevant phase of the admission procedure (see point 2.1) will be evaluated.

The result of the admission procedure will be a descending order of applicants based on the score awarded for EAE [0-100 points]. Based on the EAE results, the Admissions Committee will determine the threshold score for passing the entrance examination, and applicants who obtain a minimum of 75 points may be admitted to study. Applicants will be admitted in the order of the number of points obtained, until the maximum number of admitted applicants is reached, according to Annex 1.

- The proposal for admission to study based on the EAE results is determined by the main Admissions Committee. The results of the admission procedure will be made available to applicants via the web portal <https://is.czu.cz/prihlaska/>.

4 Once admitted

4.1 Decision on being accepted to study

The Admissions Committee proposes admission based on the fulfilment of all formal conditions and the result of the entrance examination. Applicants who are admitted to study will be required to provide proof of educational qualification:

Applicants who have completed studies at **a foreign university** are to submit

- Document proving the completion of higher education, in Czech or English language, complying with the conditions specified in Section 48 (5) (a) and (b) of the Act,
- Valid result of the foreign education evaluation according to Section 48 (5) (c) of the Act as part of the admission procedure issued by ČZU for the academic year 2025/2026. The instructions will be sent together with the information on the admission.

Applicants who have completed studies at **a university in the Czech Republic** are to submit

- Document proving the completion of secondary education in Czech, complying with the conditions specified in Section 48 (1) of the Act.

After verification of the above-mentioned requirements (previous studies in accordance with Section 48 of the Act) and payment of the tuition fee (except for applicants supported by a scholarship according to Section 5.2), applicants will be sent a decision on admission to study to the contact address specified in the application or will be invited to collect the decision in person.

4.2 Enrolment for the programme

Details of the enrolment process and the required documents will be sent to admitted applicants in advance via the portal <https://is.czu.cz/prihlaska/>. The enrolment schedule of accepted applicants is regulated in Annex 3.

5 Financing

5.1 Tuition fee

The tuition fee for one academic year is set out in Annex 2 to this Regulation. The tuition fee is non-refundable after enrolment. The amount of the tuition fee is set by this Regulation for the academic year 2025/2026 and may change for the following academic years.

5.2 Scholarship

Part of the students (see Annex 1) will be supported during their studies by the Knowledge Alliances ECOLUTION - mastErs COurse on smart sustainability soLUTIONs, Project Number: 621568-EPP-1-2020-1-PT-EPPKA2-KA. In order to ensure a balanced representation, a sustainable budget distribution and alignment with the Erasmus+ regional priorities, the funding under this master's programme is primarily targeted at students from Erasmus+ programme countries, EEA and EU candidate countries with active candidate status. In accordance with the project objectives and budgetary constraints, a maximum of 10% of the total mobility funding may be allocated to students from third countries. These students will also be exempted from tuition fees.

This restriction applies only to eligibility for financial support and does not affect academic admission or participation in the programme. All applicants, regardless of nationality, will be evaluated equally on the basis of academic criteria and the quality of the application.

Approved by the Academic Senate of FZP on 23 April 2025.

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prof. RNDr. Michael Komárek, Ph.D.
Dean 

Annexes:

- 1) Maximum number of admitted applicants
- 2) Fees for the study programme Smart Sustainability Solutions
- 3) Instructions for enrolment

Annex 1

Maximum number of applicants admitted to study for the academic year 2025/2026

Self-payers	Scholarship holders	
All countries	EU + EEA + countries with active EU candidate status (Albania, Bosnia and Herzegovina, Montenegro, Georgia, Kosovo, Moldova, Northern Macedonia, Serbia, Ukraine)	Third countries
10	36	4

Annex 2

Annual tuition fee for the Smart Sustainability Solutions programme for the academic year 2025/2026

Self-payers	Scholarship holders	
All countries	EU + EEA + countries with active EU candidate status (Albania, Bosnia and Herzegovina, Montenegro, Georgia, Kosovo, Moldova, Northern Macedonia, Serbia, Ukraine)	Third countries
100 000 CZK	0 CZK	0 CZK

Annex 3

Instructions for enrolment in bachelor's and master's degree programmes taught in English for the academic year 2025/2026

The Dean of the Faculty of Environment of CZU specifies the conditions for enrolment for newly admitted students in the first year of the master's degree programme Smart Sustainable Solution for the academic year 2025/2026.

Important deadlines

In-person enrolment	by 31 October 2025
Tuition fee payment for studies in English	by 30 September 2025