

Admission Procedure

Doctoral Study Program in English

Admission Procedure Requirements

Applicants shall send by mail or bring in person the following documents:

1. Application Form

Electronic application form: www.prihlaska.cvut.cz

Printed and signed version will be attached to the submitted documents.

2. CV

including all completed as well as unfinished studies on all types of higher-education institutions.

3. Short motivation statement

elaborating on the specific theme of the dissertation thesis, chosen from the officially issued list of themes, up to 1 000 words. The statement shall specify the problem involved (research question), the state of current knowledge (overview of the key literature), motivation for this specific research, possible methods and application, and use of the results in the selected field of research. The list of themes for dissertation is issued annually around the end of March at the faculty website: www.fa.cvut.cz/en

4. Proof of graduation

Proof of graduation from the master degree study program Architecture and urbanism or other program, related to the intended theme of studies, accredited in the Czech Republic, is required. The degrees obtained abroad have to be validated as equivalent to qualifications awarded by Czech institutions in the process called in Czech nostrifikace.

Nostrification: Recognition of qualifications awarded abroad, processed by the CTU in Prague: <https://www.cvut.cz/en/recognition-of-qualifications-awarded-abroad>

5. Confirmation of studies

In case the applicant is about to complete his/her master degree education in the same academic year, when applying for doctoral degree study program, the confirmation of studies in this accredited or notified program of Architecture and urbanism or related program is required. Not required from the upcoming master-degree graduates from the Faculty of Architecture, CTU in Prague.

6. Two letters of recommendation

written by professors or respected professionals in the field of study you are applying for

7. Portfolio / professional work sample

The list and brief presentation of design or other projects and/or theoretical works in the field of study the applicant applies for (published work, participation in competitions), the name of the master-degree thesis and its references, if needed; statement of authorship applying to all submitted works. Non-European applicants could optionally send the portfolio on CD per mail; A3 dpi 300.

8. Proof of language ability in English

For those students whose mother tongue is not English and/or who have not followed their secondary and/or tertiary education in English:

- a TOEFL** (Test of English as a Foreign Language) score at least 550 (paper-based test) or 213 (computer-based) or 80 (internet based); institutional TOEFL tests will not be accepted except where preliminarily agreed
- IELTS** (academic version) overall Band score of at least 6.0
- FIRST CERTIFICATE

9. Proof of health insurance

Valid in the Czech Republic, requested at the beginning of each semester

10. Registration fee for the entrance procedure 850 CZK

The proof of payment is a necessary condition for the admission procedure and it has to be sent together with the other documentation. Bank account:

Komerční banka, a.s., Dejvická 52, 160 00 Prague 6, Czech Republic

account number.: 19-5505650247/0100

IBAN: CZ 6601000000195505650247

SWIFT (BIC): KOMBCZPPXXX

Variable symbol: 15000

Constant symbol: 0558

Specific symbol: code of the application

11. Passport and/or identity card photocopy

Documents submission

All the documents shall be in English. Documents in another language shall be officially translated and their translation shall be certified. The documents shall be received by the Department of Science and Research at the Faculty of Architecture, Czech Technical University in Prague, till the end of April in every academic year. It is the responsibility of the applicant to consider the time necessary for mailing from her/his home country. The University cannot take any responsibility for losses or delays caused by a third party.

The admission procedure

The admission procedure is one-round, the admission to the programs at the discretion of the Dean of the faculty, or the Head of the Department, on the basis of the results of the admission procedure, recommendation of the admission board and the overall capacity. The number of applicants accepted is stated annually by the administration of the FA CTU, based on the limits of students (Ministry of Education, Youth and Sports) and the capacity of tutors. In

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certain cases, the applicant will be requested to appear at an interview organized by FA CTU. The place and date as well as requirements will be announced to each such applicant by the end of May.

Information on the results of the admission procedure

The applicants will be informed about the result of the admission procedure by a letter sent within thirty days after the admission procedure processes. The letter will consist of the entrance procedure results notification in Czech and in English. The accepted applicants will receive detailed instructions about the required steps to be arranged before their coming to the Czech Republic and before joining the University, and a proposal of study contract. The applicants not admitted to doctoral study program are eligible to request the review of the decision within 30 days from the delivery of the decision. The request includes the name, address, study program and faculty, where the application was addressed, brief argument of disagreement and his/her own signature. The request is addressed to the dean of the faculty, the final decision is made by the rector.

Initiation of study

All necessary information about the study is continuously updated on <http://www.fa.cvut.cz/En>. The students are required to follow this information.

The commencement of the next academic year will be held around the middle of September of every academic year. Students are recommended to appear a week before the official date of commencement at the Department of Science and Research at the Faculty of Architecture in order to sign the contract and arrange all necessary documents. The exact requirements for the study initiation and the date of Registration are announced on the faculty website.

About the contract

The contract covers the full length of four academic years of the full-time and combined doctoral study program. The tuition fee for each semester must be paid before the commencement of the study in each semester. Tuition fee height is annually updated according to the rector's notice. Successful applicants will receive a study contract proposal and detailed instructions about the required steps to be arranged together with the result of the admission procedure.

Contact

For any other questions concerning the admission procedure to the Faculty of Architecture, CTU in Prague, please feel free to contact the Department of Science, Research and the Arts:

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