Application procedure for Master’s study programs Architecture and Urbanism, Landscape Architecture and Design in English for the Academic Year 2022/23

English version of part C) of the Decree of the Dean no. 3/2021

The Dean of the Faculty of Architecture announces the admission procedure at the FA CTU for the academic year 2022/2023 for Master’s study programs Architecture and Urbanism, Landscape Architecture and Design in English. The admission procedure will run from 30. 4. 2022 to 4. 9. 2022.

General Information

The basic prerequisite for admission to a master's degree program which follows the bachelor's degree program is successful completion of the previous bachelor's degree program in the same or related field.

The basic condition for inclusion in the admission procedure for study in master's degree programs is the filing of the application form until 31. 3. 2022. In the case of applicants who completed an accredited bachelor's degree program in the Czech Republic or in schools with a notified education within the EU under Council Directive 85/384/EEC, the deadline for the application submission is 31. 5. 2022 respectively.

The Application Procedure:

The application is submitted ONLY electronically at www.prihlaska.cvut.cz in two terms:

From **15. 2. 2022 to 31. 3. 2022** the application is submitted by applicants who have not completed an accredited bachelor's degree program in the Czech Republic or have no EU-approved training under the Council Directive 85/384 / EEC in the same or related field.

From **15. 4. 2022 to 31. 5. 2022** the application is submitted by applicants who completed an accredited bachelor's degree program in the Czech Republic or in schools with a notified education within the EU under Council Directive 85/384/EEC in the same or related field.

The application form + all required documents need to be submitted to an online storage as PDF files up to 2 weeks after closing the applications the latest (non EU applicants 14. 4. 2022, EU applicants 14. 6. 2022)

https://owncloud.cesnet.cz/index.php/s/akWzOlgBhepXLhx

All documents need to be named in this way: surname-name-application code-document name. Only applicants who will submit all required documents will be admitted for the application procedure.

Required documents:

- Signed electronic Application Form
- Confirmation of paying the Admission fee 850,- CZK (approx. 35€)
- English language certificate: TOEFL (Test of English as a Foreign Language) result at least 550 (paper-based test) or 213 (computer-based) or 80 (Internet-based), or IELTS (academic version) overall Score of at least 6.0, or BA degree in English
- A4 format Portfolio (up to 30 pages and up to 50MB) will include documentation of all school projects or other projects of an architectural or design nature developed by the applicant individually or in a team (in this case a specification of the applicant’s share of work on the project has to be confirmed by the project’s authors)
- Notarized copy of Bachelor's degree in Architecture field
- Statement by the applicant for the authorship of the work submitted
- CV and Motivational letter

The fee related to the admission procedure of **CZK 850** is set in accordance with Section 58(1) of the Higher Education Act and Article 11(1)a) CTU Statute. For payments from the Czech Republic the fee will be paid by the applicant to account no. 19-5505650247 / 0100 with KomerCni banka in Prague 6, constant symbol 0558; variable symbol = 77777; specific symbol = code of the application form.
For payments from abroad the fee will be paid by the applicant to account name: Fakulta architektury ČVUT, Thákurova 9, 166 34 Praha 6; bank and address: Komerční banka, Dejvická 51, 160 59 Praha 6; IBAN: CZ6601000000195505650247; SWIFT: KOMBCZPP; write your name, surname and code of the application form into the information for the recipient.

The proof of the fee payment must be attached to the application form. Without this document, the application will not be included in the admission procedure. After registration of the application form at the faculty, the administrative fee is not refunded.

The Admission Procedure

The Dean of the Faculty of Architecture decides on the admission of the candidates on the basis of the recommendation of the committee assessing the portfolios and the recommendation of the final admittance commission drawn up from the Dean, Vice-Dean for Education, Vice-Dean for International Relations, Chairman of the Academic Senate of the FA CTU and members of the committee assessing the portfolios.

The proposal of the commissions will be submitted to the Dean of the Faculty of Architecture who decides on the admission or non-admission of the applicants for study. After checking the progress and the results of the admission procedure, the Dean of the Faculty of Architecture confirms the final list of the candidates who have met the conditions of the admission procedure.

These candidates will be sent the relevant documents necessary for contract conclusion by 15. 6. 2022 respectively for applicants who have completed an accredited bachelor's degree program in the Czech Republic or have completed EU-approved training under Council Directive 85/384 / EEC (i.e. Letter of Acceptance, Financial Agreement, Application for Accommodation).

The results of the admission procedure will be published on the official FA CTU board and on the website of FA CTU by 31. 7. 2022.

Final Announcements

The results will be communicated to candidates without delay via their application code at: https://prihlaska.cvut.cz/apps/kos/prihlaska/.

The candidate will also be informed of the result of the admission procedure by a letter from the Dean of the Faculty of Architecture. The applicant may, within the meaning of the Higher Education Act, appeal against the decision within a period of 30 days from the date of his announcement through FA CTU to the Rector of the CTU to review the Dean’s decision.

FA CTU will send the candidates who have been admitted to study an invitation to enrol in the 1st year of the relevant study program.

The study in the Study Programs in English is charged. The tuition fee is determined by the Rector of the CTU in accordance with Article 11(2) of the CTU Statute for the relevant academic year and is published on the CTU website https://www.cvut.cz/en.

Warning for students who have completed previous education abroad (except for EU-recognized school leavers according to Council Directive 85/384 / EEC): at the latest on the day of enrolment, it is necessary to present the certification “nostrification” of your foreign education. Without this certification enrolment cannot take place.

Contact

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in Prague 19. 5. 2021

prof. Ing. arch. Ladislav Lábus, Hon. FAIA v. r. Dean of the Faculty Architecture CTU

Approved by the FA management: 19. 5. 2021