

INFORMATION ON PROCEDURE AND ADMISSION PREREQUISITES FOR THE BACHOLOR'S STUDY PROGRAMMES IN THE ACADEMIC YEAR 2021/2022

**provided by the Faculty of Architecture and Design of the Slovak University of Technology
in Bratislava**

in accordance with § 57 of Act no. 131/2002 Coll. on Higher Education Institutions and on Amendments to Certain Acts as Amended (hereinafter referred to as the "Higher Education Institutions Act"), in accordance with Article 19 of the Statute of the Faculty of Architecture and Design of the Slovak University of Technology in Bratislava (hereinafter the Faculty or FAD STU) and in accordance with Article 3 par. 1-3, Article 4 par. 1, 3 and 4 of the "Rules and conditions of admission to the study of first, second and third degree study programmes at STU in Bratislava" the conditions for admission to the study of bachelor's study programmes (hereinafter referred to as SP) implemented at FAD STU in the academic year 2021_2022 are determined as follows:

A. Common introductory provisions for all BSc study programmes

A.1 Specification of conditions for admission to study

A.2 Dates of the admission procedure and fees for the material and admin costs

A.3 Compulsory documents to be attached to the Application form

A.4 The planned number of the admitted applicants for individual study programmes

B. Further admission prerequisites for the individual study programmes

B.1 Form and content of the entrance examination for the SP Architecture and Urbanism

B.2 Verification of accomplishment of the prerequisites for admission

B.3 Form and content of the entrance examination for the SP Design

B.4 Verification of accomplishment of the prerequisites for admission

C. Closing provisions for all study programmes

C.1 Date and methods of assessment of the entrance examination

C.2 Release of the results

C.3 Conclusion of the admission process

A. Common introductory provisions for all BSc study programmes

The admission procedure starts, pursuant to Art. 58, Sec. 2 of the Higher Education Act No.131/2002 Coll. on the date of submission of the complete Application for Study.

A.1 Defining the prerequisites for admission to study

a) Pursuant to Art. 56, Sec. 1 of the Higher Education Act **the basic prerequisites for admission for the bachelor's studies** according to accredited SPs at FAD STU is completion of full secondary education or full secondary vocational education.

For applicants who have obtained the required education abroad, the basic prerequisite for admission is the recognition that the successfully passed final examination and the documents confirming the completed degree of study meets the requirements of the law for the required level of full secondary education.

b) **Other admission prerequisites for the study** according to accredited study programmes at FAD STU are (for more details see point B):

- successful completion of a complete entrance examination,
- payment of a fee for the material and admin costs of the admission procedure.
- The admission procedure begins in accordance with § 58, par. 2 of Act no. 131/2002 Coll. on universities on the day of submitting the complete application for study.

A.2 Dates of the admission procedure and fees for the material and admin cost

Applications for first-degree study in the Slovak language are submitted exclusively in electronic form via AIS until

30. November 2020

A.2 Dates of the admission procedure and fees for the material and admin cost

Applications for first-degree study in the English language are submitted exclusively in electronic form via AIS until

31. May 2020

The Faculty will confirm the acceptance of the Application form in the electronic Application form in the AIS.

Telephone contacts:

Study department: +421572 76 224

mobile phone: +421 918 66 5015

e-mail : so@fa.stuba.sk

Only one study programme can be listed in a single application. If the applicant applies for more than one study programme at the same time, he/she submits a separate application for each programme and is obliged to pay the fee for each submitted application separately.

Bachelor's study programmes	Deadline for submission of Application form	Date of the entrance examination 1 st round	Date of the entrance examination 2 nd round	Admission commission is held on	Fees for the material and admin costs
Study in Slovak language					
Architecture and Urbanism	until 30.11.2020	11.01.- 26.01.2021	11.2.2021	23.02.2021	40,00€
Design					
English Language					
Architecture and Urbanism	do 31.05.2021	16.06.2021	16.6.2021	22.06.2021	80,00€

Payment for the material and admin costs of the admission procedure must be made by bank transfer from the account.

Payment instructions (applicable for payments from abroad as well):

(Will you please use the following format of the bank account number for international payment) :

IBAN: SK70 8180 0000 0070 0008 1906

SWIFT/BIC: SPSRSKBAXXX

Bank: Štátna pokladnica Radlinského 32 Bratislava, Slovak Republic

Variable Symbol: number of e-application for study

Attention! The system will generate one variable symbol for every single application. In case the applicant submits more applications (for two or more study programmes), each application will be assigned a different variable symbol.

A.3 Compulsory documents to accompany the Application form

The admission procedure can be attended only by enrolled applicants capable of submitting all of the required documents as follows:

- A document proving the remittance of the fee for the material and admin costs of the admission procedure..
- An applicant who passed his/her high school final exam before 2018 will submit his/her application for study together with a notarized copy of the school-leaving certificate (**in paper form** not in electronic one),
- An applicant who applies to study repeatedly after the expulsion from or abandonment of his/her studies at FAD STU submits a new application together with a certified copy of the high-school leaving certificate.
- In accordance with Act no. 422/2015 Coll both citizens of the Slovak Republic and foreigners who have completed previous studies abroad and apply for study at FAD STU, shall submit a certified copy of the issued document (deed).
- Equivalence of education at a foreign secondary school, translated into Slovak (Act on the Recognition of Evidence of Education and on the Recognition of Professional Qualifications and on Amendments to Certain Acts). Verification of equivalence is performed by the district office in the seat of the region. (For the procedure and application forms, see: http://www.stuba.sk/sk/informace-pre-uchadzacov/studium-na-univerzite/uznavanie-dokladov-ovzdelani-ziskanych-v-zahranici.html?Page_id=5545)
- A certified document on the achieved command of the Slovak language minimum at B2 level according to the valid Common European Framework of Reference for Languages has to be attached to the application by those foreign and Slovak-citizen applicants who have not passed the high-school final exam in subject „Slovak language“.
- An electronic version of the portfolio of assignments submitted via AIS and elaborated according to the requirements specified for individual fields of study and with the applicant's solemn declaration confirming the authorship of the applicant's works / jpg or pdf format max. up to size 40MB, till january/6/2021 /
- A certificate of medical fitness for university studies is not required in the application **unless** it is an applicant whose state of health requires a medical certificate for the purposes of study.

Disabled applicants are advised to inform the FAD STU study department in the form of a copy of the medical confirmation of his/her physical handicap so that the faculty can ensure the appropriate conditions for the applicant to be able to take the entrance exams.

- If the application does not contain all the data or not all the required documents are attached to the application and the applicant does not fulfill this obligation within the deadline set by FAD STU, he/she will not be able take part in the entrance examination.
- The documents attached to the application will not be returned to applicants.

- Applicants who pass the school-leaving examination after the date of the entrance examination will submit a certified copy of the school-leaving certificate in Slovak language to the study department of the Faculty **within 8 days after the date of the school-leaving examination but no later than on the day of enrollment !!!**

A.4 The planned number of the admitted applicants for individual study programmes at FAD STU

Field of Study	Study Programme	Planned number of admitted applicants*
Architecture and Urbanism	Architecture and Urbanism	Bc. – 40 Appli.
		Ing. arch. / 5 Appli, PhD. /2 Appli.

* The planned number of admitted applicants after the conditions for admission have been met. The Dean of FAD STU may also admit more successful applicants, up to a maximum of 20% of the planned number of admitted applicants for the said field of study.

The Dean of FAD STU may give permission to an applicant to be admitted for study at FAD STU without taking the entrance examination in case he/she had been successfully admitted to study at FAD STU (formerly FA STU) in the previous year and could not commence his/her studies due to the unfavorable situation related to the COVID-19 pandemic. After having been successfully registered for study and having submitted all documents required in point A.3, the applicant must apply the Dean for the re-admittance to study in a written form. The applicant must give the reasons for inability to commence his/her study and submit the confirmation thereof.

A. Further admission prerequisites for the individual study programmes

Further admission prerequisites for all Bachelor's study programmes at the FAD STU, stated in point A1. /b are as follows:

- successful completion of a complete entrance examination,
- settlement of the fee for material and admin costs of entrance examination

Information on entrance examination:

At least 2 weeks before the the entrance examinations for the bachelor's study, the Faculty of Architecture and Design of STU will send the applicants an invitation to the e-mail address as specified in the application or by registered mail with the details of the entrance examination (date, place and time of the examination) The 1st and 2nd rounds of the entrance examination for all study programmes are always held on one day according to the set schedule, i. e. not more than 2 days altogether.

► Study Field : **Architecture and Urbanism**

Study Programme : Architecture and Urbanism

Study level : **first**

Study form : **full-time**

Standard length of study : **4 years**

Awarded academic degree after completing the study programme: **Bc.**

Other prerequisites for admission to Bachelor's study (according to §57 of the Act) at FAD STU

B.1 Form and general content of the entrance exam

The aim of the entrance examination in the study programme of the bachelor's degree in Architecture and Urbanism is to verify the applicant's qualifications for study. Architecture and urbanism are the intersection of technology and arts. The requirements of Directive 85/384 / EEC of the Council of the European Communities, as amended by Directive 2001/19 on education for the profession of architect, also include requirements for the graduate's ability to design architectural designs meeting the aesthetic criteria. Therefore, the entrance exam also includes verification of talent qualifications for meeting the above requirements. These are verified by tests and graphic tasks. In graphic tasks, the candidate expresses his/her ability to perceive and reproduce space and its elements in the form of a linear pencil drawing, as well as the principles of representation (model drawing), compiles and documents a composition on a specified topic out of specified geometric solids. In particular, the expression of basic spatial connections, the correctness of the representation (rectangular and perspective representation), the correctness of the proportions of the displayed elements, the placement on the format and, in the compositional task, the inventiveness of the design. In the general knowledge test about architecture and arts as well as in the test of spatial imagery, the candidate demonstrates his/her knowledge of the mentioned areas and expresses the ability to display basic and modified geometric solids.

B.2 Method of verifying compliance with the conditions of the entrance examination

The entrance exam is organized in one or two rounds.

The first round takes place as a one-day talent test, consisting of a graphic and a written part, where the qualifications of the applicant for study are verified by elaboration of individual tasks. Verification of the fulfilment of conditions in the form of an entrance examination is divided into individual tasks (Nos. 1 to 3), where the candidate can obtain the following points:

First Round

task focus	task number	theme	max. number of points
model linear pencil drawing	1	still-life	250
	2	bust	250
spatial composition design - pencil drawing	3	composition of geometrical solids	300
test	4a	general knowledge about architecture, arts and design	50
	4b	spatial imagery test	150
Total 1 + 2 + 3 + 4			1000

After evaluating the results from the first round, the FAD Admissions Committee determines the minimum number of points needed for the admission of an applicant without an oral interview and the minimum number of points required for the applicant to advance to the second round.

Candidates who obtain the minimum or higher number of points set for admission without passing the second round of the entrance examination. These candidates will be proposed for admission on the basis of the result in the first round of the entrance examination and will no longer take the oral interview.

Candidates who have obtained fewer points than have been awarded for passing the 2nd round, or who have not completed all parts of the first round of the entrance examination, will not continue in the second examination and will be informed that they have not passed the entrance examination.

Applicants who advance to the second round will be notified of this fact by an email sent to their e-mail address given in the applicant's application as soon as possible, min. 10 days before the date of the 2nd round (oral interview).

Second Round: Oral Interview

The second round will take the form of an oral interview in order to verify the knowledge and artistic qualifications of the applicant for the study of architecture and urbanism. The content and form of the elaborated documentation, the ability of argumentation and communication, etc. are evaluated. The candidate submits to the commission a portfolio of his/her works, i.e. a set of author's home or school works (selection of max. 20 fine-art works in A3 or A2 format). Part of the portfolio is up to the free choice of the applicant while as its another part has a prescribed assignment.

The portfolio must contain a solemn declaration of the applicant on the authorship of the submitted works.

Task content	Number of points
Verification of the artistic qualifications of the applicant for study at FAD STU - the author's portfolio of works of the applicant	max. 350 points
Total	max 350 points

The dates for the oral interview are binding and can only be changed due to illness / or other serious reasons. The request for a replacement date must be accompanied by proof of illness or other evidence of serious justification /

Based on the own request of an applicant with specific needs, the Faculty will evaluate his/her needs and determine the appropriate form and way of execution of the entrance examination [§ 100 para. 9 letter b)].

► Study field : Arts

Study programme : Design

Level of study : **first**

Form of the study : **full-time**

Standard length of study : **4 years**

Awarded academic degree after completing the study programme: **Bc.**

Other prerequisites for admission to Bachelor's study (according to §57 of the Act) at FAD STU

B.1 Form and general content of the entrance exam

The aim of the entrance examination in the study programme Design is to verify the qualifications of the applicant for the study of design. As it is an art field of study, the entrance examination mainly includes verification of talent qualifications. The candidates are assigned tasks to express in the form of a linear pencil drawing his/her ability to perceive and reproduce space and its elements using the principles of representation (model drawing), and to model an industrial product made of clay. In the practical test of creativity, the candidate's task is to convey a design idea in a three-dimensional composition using specified tools (eg paperboard). The main emphasis in the evaluation is on expression of basic spatial relationships, perspective, correctness of proportions of displayed elements and placement in the format. Criteria such as inventiveness of the design, the ability to convey the shape in three-dimensional space, the functionality of the proposed product are taken into account when evaluating modelling and creative tasks. In the general knowledge test about design and arts as

well as in the test of spatial imagery, the candidate demonstrates his/her knowledge in the given areas and conveys the ability to display basic and modified geometric solids.

B.2 Method of verifying compliance with the conditions of the entrance examination

The entrance exam is organized in one or two rounds.

The first round takes place as a one-day talent test, consisting of artistic disciplines and a written part, where the qualifications of the applicant for study are verified by elaboration of individual tasks. Verification of the fulfilment of conditions in the form of an entrance examination is divided into individual tasks (Nos. 1 to 4), where the candidate can obtain the following points:

First Round

task focus	task number	theme	max. number of points
model linear pencil drawing	1	still-life	250
	2	bust	250
clay modeling	3	- a simple industrially manufactured object	300
test	4a	general knowledge about design, arts and architecture	50
	4b	Creativity test	150
Total 1 + 2 + 3 + 4			1000

After evaluating the results from the first round, the FAD Admissions Committee determines the minimum number of points needed for the admission of an applicant without an oral interview and the minimum number of points required for the applicant to advance to the second round.

Candidates who obtain the minimum or higher number of points set for admission without passing the second round of the entrance examination. These candidates will be proposed for admission on the basis of the result in the first round of the entrance examination and will no longer take the oral interview.

Candidates who have obtained fewer points than have been awarded for passing the 2nd round, or who have not completed all parts of the first round of the entrance examination, will not continue in the second examination and will be informed that they have not passed the entrance examination.

Applicants who advance to the second round will be notified of this fact by an email sent to their e-mail address given in the applicant's application as soon as possible, min. 10 days before the date of the 2nd round (oral interview).

Second Round: Oral Interview

The second round will take the form of an oral interview in order to verify the knowledge and artistic qualifications of the applicant for the study of design. The content and form of the elaborated documentation, the ability of argumentation and communication, etc. are evaluated. The candidate submits to the commission a portfolio of his/her works, i.e. a set of author's home or school works (selection of max. 20 fine-art works in A3 or A2 format or a photo documentation of his/her works). Part of the portfolio is up to the free choice of the applicant while as its another part has a prescribed assignment.

The portfolio must contain a solemn declaration of the applicant on the authorship of the submitted works.

The dates for the oral interview are binding and can only be changed due to illness / or other serious reasons. The request for a replacement date must be accompanied by proof of illness or other evidence of serious justification /

Based on the own request of an applicant with specific needs, the Faculty will evaluate his/her needs and determine the appropriate form and way of execution of the entrance examination [§ 100 para. 9 letter b)].

Task content	Number of points
Verification of the artistic qualifications of the applicant for study at FAD STU - the author's portfolio of works of the applicant	max. 350 points
Total	max 350 points

C. Common final provisions for all study programmes

C.1 Date and method of evaluation of the entrance exam

All works carry a QR code to maintain anonymity. The evaluation of the results of the entrance exam carries out in the form of an anonymous evaluation of the points obtained from individual tasks. The results of the entrance exam are determined by the sum of the points obtained from individual tasks and the points from the test of general knowledge and spatial imagery. On this basis, a descending list (qualitative ranking) of all candidates is generated (candidate with the highest number of points being at the top of the list).

Study results and extracurricular activities from previous studies at high school level are not taken into account in the admission procedure.

C. 2 Publication of the results

The results of the entrance exam will be published on the website of the Faculty of Architecture and Design STU. The candidate will find out the total number of points he/she achieved at the entrance exam after having entered his/her birth certificate number at the WEB page:

http://is.stuba.sk/prijimacky/verejne_vysledky.pl?Lang=sk

C. 3 Termination of the admission procedure

a) Pursuant to § 58 par. 7 of Act no. 131/2002 Coll. on Higher Education Institutions the day of the meeting of the admissions committee (23 February 2021, or 29 June 2021 for study in English is the date of verification of the fulfillment of the conditions for admission.

- *Within 30 days from the date of the admissions committee meeting, **applicants who have met all the conditions for admission**, i.e. who have been successful in the entrance examination and have documented the fulfillment of the basic condition in the same time, will be sent the decision of the dean on the result of the admission procedure (admission to study).*
- **Within 30 days from the date of the admissions committee meeting, applicants who have passed the entrance exam but have not met the basic condition**, will be sent a decision of the

dean on conditional admission (conditional admission to study). The applicant can be admitted to study at FAD STU on condition that not later than on the day of enrollment he/she is capable to prove that the basic condition has been met. In case of non-compliance with the deadline for fulfilment of the basic condition for admission, (ie. not delivering the certificate of full secondary education or full secondary vocational education in due time), the applicant will be considered unsuccessful in the admission procedure and will be sent a decision on non-admission to study for not having fulfilled the conditions for admission!

- **Applicants who have failed the entrance examination** will be sent the dean's decision on the result of the admission procedure (*non-admission to study due to non-fulfilment of conditions*).

Within 8 days from the receipt date of the dean's decision on non-admission to study, a candidate who failed in the entrance examination (in the admission procedure) may submit a written request to the Dean of FAD STU to review the decision on the result of the admission procedure.

The written request is to be submitted to the address:

Faculty of Architecture and Design STU, study department, Nám. slobody 19, 812 45 Bratislava.

For the study programme Architecture and Urbanism and the study programme Design:

Applicants who have shown the highest level of ability to study and have obtained **at least 600 points** out of a total of 1000 points are to be considered as admitted applicants. After evaluating the overall results of the entrance examination, the Dean of FAD STU may decide to admit more successful applicants than the planned number, provided that a minimum of 600 points is obtained, but not more than 20% of the planned number of applicants for the study field.

In case of non-compliance with the deadline for fulfilment the basic condition for admission, ie. failure to deliver the certificate on a full secondary education or a full secondary vocational education, the applicant will be considered unsuccessful in the admission procedure and will be sent a decision on non-admission to study for failure to meet the conditions for admission!

The conditions of admission to the study of bachelor's study programmes in the academic year 2021/2022 came into force on the day of approval of the "Additional conditions for admission to the study of bachelor's study programmes at FAD STU" by the Academic Senate of FA STU in Bratislava on 16 June 2020.

Bratislava, 17 September 2020

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