Information On Procedure and Admission Conditions for the Bc. Study Programmes for 2021/2022

Field of Study: 5.1.1. Architecture and Urban Design
Study Programme: Architecture and Urban Design
Level of Study: first (Bc.)
Form of Study: full time
Standard Time of Study: 4 years
Academic Title After Graduation: Bc.

A. Common Introductory Provisions for all Bc. Study Programmes

A.1 Specification of Conditions for Study Admission

a) A basic condition for admission for the Bc. study, according to the accredited study programmes (SP) at the FAD STU is completion of full secondary education or full secondary vocational education.
For applicants who acquired the mandatory education abroad, the basic prerequisite for admission is the recognition that their final examination and the documents confirming the final level of education meet the requirements of the School Act.
b) Further admission prerequisites for the study under the accredited study programmes at the FAD STU are stated in part B.

A.2 Dates of the Admission Procedure and Fee for the Material Supplies

The Electronic Application Form for the study, bearing no authorised electronic signature, will be submitted exclusively via FAD STU Academic Information System (AIS) up to:

31. 5. 2021

Academic Information System (AIS) enables the applicant to follow the process of admission up to its conclusion. The Faculty will confirm the acceptance of the Application form in the electronic Application form in the AIS. The applicant is required to apply for each selected study programme in a separate Application form.

The fee for the materials provided for the admission examination is 80,00 eur and is to be paid by bank transfer.

A.3 Compulsory Documents to Accompany the Application Form

An applicant will be allowed to enter the admission process on condition that the following documents be presented:

- CV
- A document proving the remittance of the fee for the admission examination materials. It is to be submitted electronically as an attachment to the application form in PDF format.
- An applicant, who will have the School Leaving Examination (hereinafter as SLE) passed after the date of the admission examination, will submit the authenticated copy of the School Leaving Certificate (hereinafter as SLC) to the Study department of the FAD STU immediately after passing the SLE.
  The SLC must not be delivered later than 8 days after the SLE has been passed. The latest date of SLC delivery is the date of registration for the study.
- An applicant who has passed the SLE before 2020 will attach the authenticated copy of the SLC to the Application form.
- An applicant with a Slovak citizenship who has passed the SLE abroad and the applicant with a foreign citizenship alike who wants to study at the Faculty, have to apply for equivalency of their secondary school study, pursuant to directions issued by the Ministry of Education, Science, Research and Sport of the Slovak Republic.
- An applicant, who is applying for the study repeatedly after their exclusion from the previous study or after their giving up the study at the FAD STU, will submit a new Application form together with an authenticated copy of the SLC Certificate.
- The documents once submitted to the FAD STU will not be sent back.
- In case the Application form does not contain all the required information or any of the required attachments is not added, and the applicant fails to submit the required materials in due term set by the Faculty, he/she will not be allowed to take part in the admission examination.
- Medical health certificate confirming the applicant's condition for the university study is not required unless the applicant's health condition itself does not handicap him/her in his/her studies. Heavily disabled applicants are recommended to inform the Study department and submit a copy of their medical certificate for the reason of providing suitable conditions for the admission process.
- Motivation letter (not longer than A4 size) is to be submitted electronically as an attachment to the application form in PDF format.

A.4 The planned number of the accepted applicants for individual study programmes is 10.

B. Further Admission Prerequisites for the Individual Study Programmes

Further admission prerequisites all Bc. study programmes at the FA STU, stated in point A1 are as follows:

- being successful in the Admission (Talent) Examination
- submitting the fee for the materials provided for the Admission Examination

Information on Admission (Talent) Examination

B.1 Form and Content of the Admission Examination

Two weeks before the beginning of the admission examination at the latest, FAD STU will send an invitation letter to the applicants' email addresses as given in the application form with all the details covering the admission test (portfolio content, information as well as the link for the applicant's works portfolio upload). All applicants for Bc. study are obliged to upload the required portfolio of their graphic works as an attachment to their PDF application.

B.2 Assessment of the Graphic Works of the Applicants

Content: individual choice of works, approx. 15-20 works, in the form of an applicant's portfolio.

- **Specification of graphic works**: different style assignments from studio drawings to paintings. Within the given range the applicants have to present at least 2 x architectural-interior drawing of still-life containing at least a textile drapery, a chair, a bigger pot, a vase or an oval bowl sketched or toned in pencil, 1 x drawing of a spatial exterior representation of a piece of architecture sketched in pencil, charcoal or ink. The other works are advised to be chosen individually and dedicated to the sketches of animals and/or people in movement in A1-A5 size.
- **Requirements for the portfolio in an electronic form**:
  The applicant is to present the electronic version of his/her works and of his/her own choice. The assessment of the individual works will take into account the originality, inventiveness, artistic intent and artistic level of design, colour compositions, proven skills in spatial representation, level of graphic rendering of the assignment as well as the set-up and quality of the presented portfolio of applicant's own homeworks.

Max. number of points to be gained: 100 points.

C. Closing Provisions for All Study Programmes

C.1 Date and Methods of Assessment of Admission Examination

Examination boards, appointed by the Dean of the FA STU, will assess the results of the individual parts of the examination process. Each evaluation board has at least three members. The results are assessed based on an anonymous allocation of points.
This is the base for a list of all applicants, starting with the applicant with the highest number of points and finishing with the applicant with the lowest number of points. The study results from previous study at secondary school and extracurricular activities are not taken into account.

C.2 Release of the Results

The admission examination results will be released on the web page of the FAD STU. Each applicant will find the total number of points obtained after entering their birth number on the following address: http: //is.stuba.sk/ prijimacky/verejne_vysledky.pl?lang=sk.

C.3 Conclusion of the Admission Process

- Applicants who met all the requirements for admission, i.e. they were successful at the admission examination and documented their full secondary education will be announced the results by the FAD STU not later than 30 days after the admission commission meeting. It will have the form of the Dean's decision on the result of the admission, i.e. admitted for the study.
- Not later than 30 days after the admission commission meeting applicants, who were successful in the admission examination but did not document their full secondary education, will receive the Dean's decision on conditional admission. The applicants will have to document their full secondary education not later than the date of signing in for the study.
- Applicants who were not successful in the admission examination will receive the Dean's decision of not being admitted for the study owing to not having met the conditions. The unsuccessful applicant can hand in a written request for inspection of the decision addressed onto the FAD STU Dean

The number of admitted students is based on the planned number of students after taking into account the qualitative criteria of the admission examination. Admitted are then the students who showed the highest degree of abilities for the study and acquired higher number of points (and met the basic condition for admission). The Dean of FAD STU decides about the number of points for the admission. The Dean can by his decision, after having evaluated the overall admission examination results, admit even more applicants as the number of students planned.

If the deadline for fulfillment of basic condition for admission is not kept, that is documents confirming the full secondary education are not delivered on time, the applicant is considered as being
unsuccessful in the admission process, and will be posted a decision on not being admitted for the study for not fulfilling the required conditions. Important notice!!!

Assoc. Prof. Ing. arch. Milan Andráš, PhD.,
Chairman of Academic Senate FAD STU

Prof. Ing. arch. Pavel Gregor, PhD.,
Dean FAD STU