

Information on procedure and admission conditions for the MSc study programmes provided by the Faculty of Architecture, Slovak University of Technology in Bratislava, FA STU, in the 2017/2018 school year

In accordance with § 57 Law on Universities 131/2002 Coll., and in accordance with Article 19 of the Statute of the FASTU, as well as in accordance with Article 3, paragraph 1- 3, and Article 4, paragraphs 1,3 and 4 of the Rules and Conditions for Admission for the BSc, MSc and PhD Study Programmes at the Slovak University of Technology in Bratislava, (further as SP), the following conditions for the BSc study admission in 2017/2018 have been issued:

A. Common introductory provisions for all study programmes

A.1 Specification of basic conditions for study admission

The admission procedure starts, in accordance with Law No. 131/2002 Coll., Law on Universities on the date of submission of the Application form.

Basic conditions for admission for Master's study at FA STU, according to §56, par. 2 of the mentioned Law is completion of university education of the Bachelor's study or Master's university, when total of credits gained for previous university study that enabled acquiring of university education and total of credits necessary for proper finishing of a study programme of the Master's degree that an applicant is applying for has to be at least 300 credits. For admission for the study programme **SP Architecture** and **SP Urban planning** basic conditions are also conformity of the educational content in the field or in a related study programme in the previous Bachelor's or Master's study of the applicant in accordance with the requirements of EU Guideline No. 2005/36/ES.

For the applicants who gained the required education abroad, the basic condition for admission is the recognition that their final examination and the documents confirming the finish of the study level are in accordance with the required level of education.

For foreigners applying for study of the study programmes either in Slovak or English language (No. 1. 22 of STU regulations) provisions of a) will be applied accordingly.

A.2 Specification of further conditions for study admission

a) **Further condition of study admission** for study programmes according to study programmes at FA STU is successful accomplishment of the admission examination. The admission examination has to be done by every applicant for the study, except applicants - BC study graduates at FA STU who, in accordance with article 7, par. 5, 6 of the Rules and conditions for study admission of the study programmes of the first, second and the third level at STU in Bratislava, reached at the same time study results (*conditions for so called continuing study without accomplishment of admission examination*):

x/1 weighted study average (WSA) from subjects studied for all the study not worse than 2.00
x/2 weighted study average (WSA) from the chosen group from successfully studied subjects:

in SP Architecture and Urban Planning: Basis of architectonic planning I, II. and Ateliers of Planning I – VIII. – not worse than 2.00,

(WSA is defined according to the Regulation of Ministry of Education, Science, Research and Sport according to the Regulation of MSVVaS of the Slovak Republic No. 614/2002 Coll. about credit system of study in later change, it means from all the subjects, including the unsuccessfully finished subjects).

Applicants for study, graduates of BC study in 2016/2017 at FA STU, in case of so called continual study will add to the electronic admission application also filled in, printed and signed enclosure of study results of the chosen group of subjects studied (see x/2) according to the original in format .xls and according to the studied bachelor's study programme at FA STU (Architecture and Urban Planning).

Applicants who are applying for the study repeatedly after their exclusion from the previous study or after their giving up of Master 's study at Faculty of Architecture STU have to pass admission examination.

b) Further condition of acceptance for study according to study programmes at FA STU is payment of fee for materials provided for the admission examination (article č, paragraph 10 of Rules and Regulations for study acceptance for study programmes of the first, second and third level at STU in Bratislava).

A.3 Dates of the admission procedure and fees for the material supplies

Application forms for the study are **delivered in electronic form** without authorised electronic signature, through FASTU Academic Information System (AIS), which enables the applicant to follow the process of admission up to its conclusion. The electronic version of the Application form should be printed out, signed by the applicant and delivered by post to the FA STU 31.05.2017. Following is the mailing address:

Fakulta architektúry, Slovenská technická univerzita, študijné oddelenie, Nám. slobody 19, 812 45 Bratislava

The Application form can also be delivered personally to Mail room of the Faculty. The Faculty will confirm the acceptance of the Application form in the electronic Application form in the AIS.

Telephone contacts: Study department: +421 572 76 216, +421 572 76 224
mobile phone : +421 918 66 5015
e-mail : fulopova@fa.stuba.sk, so@fa.stuba.sk,

The applicant should apply for the selected study programme on one Application form. Each further selected study programme should be applied on a separate Application form. Each Application form should be paid by a separate fee. In the field of study 5.1.1 Architecture and Urban planning it is possible to send only one Application form.

MSc study programmes	Dates of submission of Application form	Date of the admission examination	Admission commission is held on	Fees for the materials provided for the adm. examination
Study in English language				
Architecture	Up to 31. 05. 2017	19.-20.06. 2017	27. 06. 2017	75,00 €

The fee for the materials provided for the admission examination is due by bank transfer.

The data for transfer can also be used for the transfers from abroad:

(For international payment please use the following format of the bank account number):

IBAN: SK70 8180 0000 0070 0008 1906

SWIFT/BIC: SPSRSKBXXX

The bank:

Statna pokladnica
Radlinskeho 32
Bratislava, Slovak Republic
Variable symbol: Number of the electronic Application form

Attention! The system will generate only one Variable symbol for only one Application form. In the case that the applicant is applying for more study programmes and thus entering more Application forms, each Application form will get its Variable symbol.

A.3 Compulsory documents to accompany the Application form

The admission process will be attended by the applicants who will submit all the following required documents:

- CV
- A document proofing the payment of the fee for the materials provided for the admission examination.
- Authenticated copy of Bachelor's or Master's diploma.
- Applicants who pass state final examination of the current study level after the term of the Admission examination will submit the authenticated copy of Bachelor's or Master's diploma and certificates in Slovak language at the Study Department of the Faculty immediately after passing the final state examination, latest on the day of study registration. Applicants applying for study after their exclusion from the previous study or after their giving up the Master's study at FA STU submit from the previous successfully finished study level a new authenticated copy of a diploma and a list of subjects studied at FA STU at the Study department of the Faculty.
- Applicants – foreigners and applicants – inhabitants of SR who completed the previous Bachelor's or Master's study abroad, will submit in accordance with Regulation No. 238/2005 on procedure about approving documents about education an authenticated copy of the document issued about the equivalence of education at a foreign university, translated to Slovak language (see procedure at http://www.stuba.sk/new/generate_page.php?page_id=661).
- The documents that were submitted to the FA STU will not be returned.
- In the case, that the Application form will not contain all the required information or some required attachments will not be added, and the applicant will not submit the required materials in the term set by the Faculty, he/she will not participate at the admission examination.
- Medical certificate on the applicant's health capability for the university education is not required if it is not the applicant whose health condition requires the medical certificate for the purpose of the study. 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.

B. Verification of accomplishment of further conditions for study admission

B.1 Verification of accomplishment of the further condition according to point A.2/a

The further condition for study admission in all study programmes at Faculty of Architecture STU is a **successful passing of the admission examination** (except applicants who at the same time fulfill further conditions according to Point A.2, letters x/1 and x/2).

Form and content of the admission examination

The admission examination is going to take place on **19.-20. 06. 2017**. FA STU will send the applicants an invitation by certified mail minimum two weeks prior to the admission examination for Master's study. It will include all the important details concerning the examination (date, place and time of the examination). The admission examination takes two days and is organised according to fixed programme and it has got one round.

The aim of the admission examination is to verify the creative abilities and predispositions of the applicant for the study in the chosen Master's study programme. The talent predispositions are verified in a **practical and oral part**. It is not anonymous. In the practical part the applicant should prove the required level of creativity, invention and logical ability to solve creative tasks from the field with using the abilities and skills acquired in the Bachelor's study level, meeting the requirements of the study programme. The oral part of the examination is concentrated on evaluation of the applicant from the

view of his argumentative ability to reason the given task in a persuasive and factual way and portfolio of the atelier works from the period of study.

- a) **Practical part of the examination** (final work and a portfolio) - creating of project on the given topic regarding the chosen study programme where mainly creative and technical abilities are synthesised acquired in the Bachelor's or Master's study focusing on invention. The part of the practical part of the examination is also evaluation of the quality of the submitted portfolio works from the previous study.
- b) **Oral part of the examination** - defence of the final work, level of discussion on the works in portfolio and evaluation of the content and results of the previous study.

Verification of successful passing the admission examination

Verification of the accomplished requirements is organised by examination boards at each individual part of the examination. Examination boards have got at least three members (chairman + minimum two members), appointed by the Dean of the Faculty. In individual parts of the admission examination the applicant can reach the following results in points:

a	Practical part (final work and portfolio*) (1st day of the examination)	Graphic solution of an architectonic or urban task • <u>Evaluated is:</u> - originality and invention of the project, idealistic concept of the project, artistic aim of the project, demonstration of typological and technical or other knowledge, graphic level of task elaboration, - composition and quality of the portfolio submitted of the atelier works from the previous study	
		Practical part in total	max. 70
b	Oral part (2nd day of the examination)	• <u>Evaluated is:</u> - defence of the final work, - presentation and argumentative level to the works in portfolio, - evaluation of the content and results of the previous study	
		Oral part in total	max. 30
		Total a + b	max.100

B.2 Verification of accomplishment of the further condition according to point A.2/b

Submitting of the document about payment of the fee for materials provided for the admission examination.

C. Closing provisions for all study programmes

C.1 Way of evaluation of the admission examination

Evaluation of the results of the admission examination is evaluated by examination boards, appointed by the Dean of the FA STU. Each evaluation board has at least three members.

Evaluation of the results of the admission examination is in the form of points evaluation of individual parts of the examination. Results of the admission examination is summation of the points acquired by individual tasks from the admission examination. 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). It shows a qualitative sequence of applicants.

Results of extracurricular activities of the previous university study are not taken into account at admission process.

C.2 Release of the results

The admission examination results will be released on the web page of the Faculty of Architecture STU. The applicant will find the total number of reached points 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

The day of the admission commission meeting (27th June 2017) is in accordance with § 58 Paragraph 7 Law No. 131/2002 Coll. on Universities the day for verification of meeting the further conditions for acceptance.

Applicants who meet all the requirements for admission, e.g. they also documented meeting the basic condition, will be sent by the Faculty no later than 30 days after the admission commission meeting in accordance with conditions according to point b) Dean's decision on the result of the admission process.

Applicants who did not meet the basic condition (i.e. documenting of filling the basic condition) will be sent by the Faculty in 30 days after the admission commission meeting in accordance with conditions according to point b) Dean's decision on the result of the admission examination. Applicants who were not successful in the admission examination will be sent by the Faculty Dean's decision on the results of the admission process (about not being admitted for the study for not meeting the conditions). The unsuccessful applicant can hand a written request for inspection of the admission process decision addressed onto the FA STU Dean not later than 8 days after receiving the decision. The request should be sent to: Fakulta architektúry STU, študijné oddelenie, Nám. slobody 19, 812 45 Bratislava.

The applicant who was successful in the admission examination but will not meet the basic conditions for study admission in time of verification of conditions for admission, can be admitted for the study on conditional admission. The applicant has to document meeting the basic conditions for study admission not later than the date of signing for the study.

The number of admitted students is based on the planned number of students after taking into account the qualitative criteria of the admission examination. **The last applicant who was admitted must acquire at least 51 points, i.e. 51,00 % of the total number 100 points.** Admitted are the applicants who expressed the highest degree of abilities for the study and acquired more points (and met all the conditions for admission). The Dean of the Faculty, after evaluation of overall admission examination results, can by her decision, admit even more applicants as is the planned number of students, however, the qualitative criterion of the admission examination, that is minimum 51 points, must be preserved.

Information about the admission process and further conditions for study admission in the academic year 2017/2018 were discussed in the Council of Guarantees of study programmes and approved by Academic Senate of FA STU in Bratislava.

Bratislava, 27.03.2017

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

Assoc. Prof. Ing. arch. Ľubica Vitková, PhD.
FA STU Dean