



COLLECTION OF DECISIONS AND ORDINANCES OF THE FACULTY OF AGRICULTURE AND TECHNOLOGY UNIVERSITY OF SOUTH BOHEMIA IN ČESKÉ BUDĚJOVICE

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September 1, 2024

Dean's Ordinance announcing the admission procedure to the follow-up master's degree programme Multifunctional Agriculture at the Faculty of Agriculture and Technology (hereinafter FAT) starting in the academic year 2025/2026

Article 1

General provisions

1. This ordinance announces the rules for the admission procedure to studies in the follow-up master's degree programme Multifunctional Agriculture at the Faculty of Agriculture and Technology of the University of South Bohemia (hereinafter USB) in České Budějovice starting in the academic year 2025/2026.
2. The rules for the admission procedure are announced based on Sections 48 to 51 and Section 58 (1) of Act No 111/1998, on Higher Education Act (hereinafter referred to as the 'Act'), and Articles 24 to 27 of the Statutes of the University of South Bohemia in České Budějovice (hereinafter as the 'Statutes').
3. **The tuition fee is set by the Statute in the amount of 3,000 EUR for every 12 months of study.**

Article 2

Conditions for submitting an application

1. Only applicants who have successfully completed a bachelor's degree in agriculture, veterinary food, and fisheries and the time that has passed since completing the bachelor's degree did not exceed five years (i.e. the previous bachelor's degree was completed later) may apply to study in the follow-up master's study program in Multifunctional Agriculture than 1/1/2020).

Article 3

Rules for submission and processing admission applications

1. Applications to the programme Multifunctional Agriculture can be submitted **from September 1, 2024 to December 15, 2024**. Study application forms are published on the faculty's website. Completed applications are sent by e-mail to the address of the Department for Foreign Relations of the FAT USB.
2. At the same time as the completed and signed application form, the applicant sends a copy of his/her passport, CV, motivation letter, officially certified copy of the bachelor's diploma with a list of completed exams, proof of knowledge of the English language - level B2 (or proof that English is the applicant's official language).



3. If the applicant's education is assessed to be in accordance with the requirements for study in the master's programme Multifunctional Agriculture, the applicant will be invited to fill out an e-application on the FAT USB website and to pay an administrative fee of **CZK 700**.
4. An applicant who does not pay the fee set in accordance with § 58 paragraph 1 of the Act and Article 27 of the Statutes by 31 December 2024 at the latest and will not do so even after being prompted has not met the basic condition for inclusion in the admissions process.
5. The application will only be included as submitted when the FAT USB receives the electronic application with all the necessary information and required attachments. An incomplete application will be considered invalid and will not be considered in the admissions process.

Article 4

Evaluation and admission of applicants

1. Applicants for admission to the Multifunctional Agriculture degree programme taught in English are admitted **without an admission examination**, but they must pass an **online interview** with a representative of the International Relations Office of the Faculty of Agriculture and Technology. An applicant who has not completed the online interview will not be accepted for study.
2. Programme guarantor in cooperation with the Vice-Dean for International Relations shall, based on the assessment of the submitted materials and on the online interview with the applicant, propose to the Dean the admission or refusal of admission of the applicant.
3. Applicants whose ranking in the order of all applicants is lower or equal to the number of applicants determined for the program Multifunctional Agriculture in the given academic year will be accepted. In the **academic year 2025/2026, a maximum of 20 students** will be admitted to the follow-up master's study program in Multifunctional Agriculture.
4. The Faculty of Agriculture and Technology of the USB in České Budějovice reserves the right to terminate the admission of applicants to the follow-up master's study program Multifunctional Agriculture in case the interest of applicants exceeds the capacity of the study program.

Article 5

Specific conditions for foreign graduates

1. For the admission of foreigners to studies within the framework of international agreements by which the Czech Republic is bound, the above conditions are applied appropriately, with possible modifications of the time limits of the admission procedure particularly, the method of recognition of the education achieved.
2. The conditions for assessing foreign higher education in the admissions process for the academic year 2025/2026 are set by the Rector's Ordinance on assessing compliance with the condition of previous education of applicants for admission No R 450 issued on November 18, 2020.
3. A graduate of a foreign university who is an applicant for admission to the follow-up master's degree programme Multifunctional Agriculture is to submit a copy of notarised document of the state final examination awarding an equivalent of a bachelor's degree at a university in the Czech Republic (bachelor diploma).
4. The procedure for the recognition of foreign higher education studies is governed by Article 6, paragraph 2 of Rector's Measure No. R 450. Its annex provides a list of countries whose issued documents must be provided with a so-called super legalization clause, an apostille, or an officially certified copy is sufficient.
5. FAT USB is entitled to request other original or officially verified documents as part of the admissions procedure, which will eliminate any doubts:
 - a. additional information about the content and scope of foreign university studies;



- b. additional information that the degree programme was conducted by an institution authorised to provide education comparable to higher education according to the Higher Education Act;
- c. confirmation from the relevant foreign university or other relevant foreign institution (e.g. the Ministry of Education) that the graduate of the university educational programme of the foreign university is entitled to apply for admission to study in the master's degree programme in Multifunctional Agriculture.

Article 6

Applicants with special needs

1. Applicants with special needs (disability, chronic illness, or other health problems) have the right to use the support measures and services provided by the University of South Bohemia in České Budějovice during their studies. If the student wishes to make this claim, he must select YES in the 'Taking special needs into account' option in the electronic application.
2. After completing all administrative requirements associated with applying for admission to studies, the applicant with special needs will be contacted by the University Support Centre for Students with Special Needs. The staff of the centre will agree on the next procedure with the applicant. More detailed information can be obtained on the centre's website (www.centrumssp.jcu.cz), by e-mail (centrumssp@jcu.cz) or by phone (0042 389 036 026). It is also possible to consult the staff of the centre concerning the appropriateness of choosing the degree programme even before applying for admission to studies.

Article 7

Viewing the materials and reviewing the admission procedure

1. Pursuant to Section 50(5) of the Act, the applicant has the right to inspect the materials, which are relevant to the decision on his or her admission to studies, namely at the International Relations Office of the Faculty of Agriculture and Technology.
2. The applicant has the right to ask the Rector to review the decision on admission/non-admission. The application is to be submitted within 30 days from the date of its delivery. The Rector can change such a decision of the Dean that was issued in violation of the law, the university's internal regulations or the conditions set in accordance with Section 49(1)(3) of the Act. Otherwise, he rejects the request and confirms the Dean's original decision.

Article 8

Final provisions

1. In cases that are not addressed by this measure, the final decision will be made by the Dean of the faculty.
2. This measure was discussed and approved by the Academic Senate of the Faculty of Agriculture and Technology of the University of South Bohemia in České Budějovice on August 29, 2024.

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Dean of the faculty