

Rules for Admission Procedures and Conditions for Admission to Study in Doctoral Degree at the Faculty of Mechanical Engineering VSB – TU Ostrava for the Academic Year 2021/2022



This document is an English translation of the Czech document.
The Czech version of the document is binding.

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From 1 November 2020, the Dean of the Faculty of Mechanical Engineering (FS) announces the 1st round of the admission procedure for doctoral study programmes taught in English language and from 1 February 2021 for programmes taught in Czech language. At the same time, from 16 August 2021, it announces the 2nd round of the admission procedure for study programmes taught in English and the Czech language. The admission procedure is announced for the academic year 2021/2022, with the possibility to submit an application to the following study programmes:

Study programmes	Language of tuition	Form of study	Maximum number of students *
P0715D270013 Applied Mechanics	Czech	full-time combined	20
P0715D270014 Applied Mechanics	English	full-time combined	7
A19S342D01** Transport and Material Handling	Czech	full-time combined	15
A19S342D02** Transport and Material Handling	English	full-time combined	5
P0713D070003 Energy Processes	Czech	full-time combined	15
P0713D070004 Energy Processes	English	full-time combined	5
P0714D270003 Robotics	Czech	full-time combined	10
P0714D270004 Robotics	English	full-time combined	5
P0714D270001 Control of Machines and Processes	Czech	full-time combined	15
P0714D270002 Control of Machines and Processes	English	full-time combined	5
P0715D270011 Construction of Production Machines and Equipment	Czech	full-time combined	15
P0715D270012 Construction of Production Machines and Equipment	English	full-time combined	5
P0715D270009 Mechanical Engineering Technology	Czech	full-time combined	15
P0715D270010 Mechanical Engineering Technology	English	full-time combined	5
P1041D040006 Transport Systems	Czech	full-time combined	15
P1041D040005 Transport Systems	English	full-time combined	5

* The maximum total number of students admitted for the 1st and 2nd round of the admission procedure.

**The study programme is accredited, but the number of the study programme has not yet been assigned from the Ministry of Education, Youth and Sports, and therefore the application number of the accreditation file is given.

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There is no tuition fee for doctoral programmes taught in **the Czech language**.

The tuition fee for doctoral programmes taught in **the English language** is **€ 3500 per academic year**.

The main conditions for admission are:

- Graduating from a master degree programme or its equivalent.
- Achieving a weighted average grade (WAG) in a master degree programme of at least **78 points**, with graduates where WAG is not calculated, the admission committee decides on meeting this condition according to the study results or its equivalent. In exceptional cases, a student can be admitted below this limit.
- Passing the admission procedure.

The applicant may submit an application for study for a doctoral study without obtaining a master's or engineering degree, but this education must be documented by the deadlines specified in the paragraph The course of the admission procedure, which is part of this document.

Application procedure:

- The application form must be submitted electronically on the web portal of the university (<https://prihlaska.vsb.cz>) until **28 February 2021** for the **1st round of the admission procedure for study programmes taught in English language** and by **31 May 2021** for programmes taught in the **Czech language**. For the **2nd round of the admission procedure, it is necessary to submit an application form by 5 September 2021 for both languages of tuition**. The application form must be completed in all sections. When completing, it is necessary to note the specific symbol generated by the EDISON information system for the particular application form, because it will be subsequently required for payment of the fee for admission procedure of 500 CZK. It is not necessary to print or send the application form nor any attachment to VSB-TUO. A medical certificate is not required.
- The applicant will choose a [framework topic of the dissertation thesis](#). The topics of the dissertations for the 1st round of the admission procedure will be published no later than **13 November 2020 for study programmes taught in English language and no later than 28 January 2021 for programmes taught in Czech language**. Within the 2nd round of the admission procedure, the topics will be published **no later than 13 August 2021** for both languages of tuition. We advise the applicants to consult their topic with the relevant supervisor in advance.
- To pay an administrative fee of 500 CZK. The fee is non-refundable at any stage of the admission procedure. It is recommended to pay the fee upon the submission of the application form, **no later than 11 June 2021** for the first round and **8 September 2021** for the 2nd round of the admission procedure. Should an applicant fail to comply with this condition, their application will be removed from the admission procedure.
- An essential part of the application form is a scanned copy of the diploma attesting the education of a master degree and a supplement to the diploma or final state examination certificate. **Applicants who will finish their studies in any of the follow-up master degree programmes at the Faculty of Mechanical Engineering of the VSB – Technical University of Ostrava on the proper date of the Final State Examinations in the academic year 2020/2021 do not submit these documents, they will be submitted by the Study office of the Faculty. Other applicants must provide these documents no later than 2 July 2021 for the 1st round of the admission procedure and no later than 8 September 2021 for the 2nd round of the admission procedure.**
- Other mandatory parts of the application form are structured curriculum vitae, a list of published and unpublished works (if any) and other documents proving the candidate's expertise (e.g. certificates of experience, certificates, language exams, etc.).

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All required documents must be scanned or photographed in easy-to-read quality and must contain all pages.

The course of the admission procedure:

- For applicants who have duly submitted the application for the 1st or 2nd round of the admission procedure with all the required documents, the Dean of the Faculty will decide on their admission on the basis of the recommendations of the admission committees appointed by him. Commissions may be appointed jointly for more than one study programme. The admission committee will assess the achievements in the (follow-up) master degree programme and the expertise in relation to the selected degree programme and the framework topic. The assessment will be based on submitted documents, i.e. WAG, CV, the list of published and unpublished works, alternatively other documents, and according to the oral interview with the applicant.
- The Commission evaluates applicants with a score of 0 to 100 points. The applicant can be admitted, if he/she achieves 51 out of 100 points. In case that the applicant achieves a maximum of 100 points, the committee may forgive him/her the subsequent oral interview and recommend admission to study. If the applicant achieves 51–99 points, or in case of achieving the same number of points of applicants who submitted an application for the same framework topic of the dissertation thesis, applicants will be invited to an oral interview in writing by letter or through the information system no later than **22 July 2021 for the 1st round** of the admission procedure and no later than **17 September 2021 for the 2nd round** of the admission procedure. The regular date of the interview is set for the **1st round on 28 July 2021** and for the **2nd round it is set for 21 September 2021**. If the candidate does not appear for the interview without an apology or if his / her apology is not accepted, he / she will not be accepted to study. If the apology is accepted, the student can complete the interview in an alternate term, namely **2 August 2021** for the 1st round and **23 September 2021** for the 2nd round of the admission procedure. In exceptional cases, especially for foreign candidates and with regard to the circumstances that prevent the personal presence of the candidate, the admissions committee may, at the request of the candidate, decide on an interview by videoconference or on another alternative date.
- **Applicants will be ranked according to the number of points awarded by the admission committee and will be admitted from the highest value up to the maximum number of admitted students of the given degree programme. Applicants are admitted to a degree programme and the applicant may be assigned another framework topic by the committee, usually in agreement with the supervisor or guarantor of the study programme.**

Applicants from abroad, except for applicants from the Slovak Republic, or Czech nationals who have completed a master degree abroad and who study in the Czech language, must submit with the application for study:

- A document proving the fulfilment of the condition of duly completed studies in the (follow-up) master's study programme, if the education was obtained abroad (does not apply to equivalent documents, e.g. from the Slovak Republic). Procedure for assessing the evidence of completed education abroad is mentioned in the document „ASSESSMENT OF APPLICANTS' FOREIGN EDUCATION WITHIN THE ADMISSION PROCEDURE AT VSB – TECHNICAL UNIVERSITY OF OSTRAVA“ (<https://dokumenty.vsb.cz/docs/files/cs/9f06014d-db84-46c0-a5a5-4432e0b442e6>), (<https://dokumenty.vsb.cz/docs/files/en/9f06014d-db84-46c0-a5a5-4432e0b442e6?prevPage=true>).
- Certificate proving the knowledge of Czech on the level B2 (<https://www.vsb.cz/712/cs/kurzy-a-jazykove-zkousky/cestina-pro-cizince/>), (<https://www.vsb.cz/712/en/courses-and-exams/czech-for-foreigners/>). The document proving the required knowledge of Czech language has to be issued by

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a school given in the list of schools authorized to take the examination (Decree of the Ministry of Education, Youth and Sports of the Czech Republic 348/2008 Coll.). In the case of studying in English, it is sufficient to prove university education completed in English, otherwise the applicant must provide a certificate proving knowledge of English on minimal level B2. In cases worthy of special consideration, the Dean may waive this condition for the applicant.

Administrative fee for the application form can be paid:

- Electronically using the EPS system (<http://eps.vsb.cz>).
- Transfer to account:

Account name	VSB – Technical University of Ostrava
Account number	100954151/0300
For payments from abroad	IBAN: CZ51 0300 0000 0001 0095 4151, BIC (SWIFT) code: CEKOCZPP
Variable symbol	It is generated at the end of the electronic application
Bank	ČSOB, a. s.

Dates associated with the realization of the application for doctoral studies in the 1st round

Publication of the topics of dissertation theses for study programmes in English language	by 13 November 2020
Publication of the topics of dissertation theses for study programmes in Czech language	by 28 January 2021
Submission of an application form for study programmes taught in English language	from 1 November 2020 to 28 February 2021
Submission of an application form for study programmes taught in Czech language	from 1 February to 31 May 2021
Payment of an administrative fee of 500 CZK (for programmes in Czech and English)	immediately after submitting the application , no later than 11 June 2021
Expected date of the first meeting of the admissions committee for all study programmes	12 July 2021
Invitation of applicants for an interview (unless they achieve a maximum score)	by 22 July 2021
Proper interview date	28 July 2021
Alternative interview date	2 August 2021
Expected date of the second meeting of the admissions committee for all study programmes	3 August 2021
Date of the enrolment	in the period from 4 August to 11 August 2021 (electronically)
The beginning of the academic year	1 September 2021

Dates associated with the realization of the application for doctoral studies in the 2nd round

Publication of the topics of dissertation theses for study programmes in Czech and English language	by 13 August 2021
Submission of an application form for study programmes taught in Czech and English language	from 16 August to 5 September 2021
Payment of an administrative fee of 500 CZK (for programmes in Czech and English)	immediately after submitting the application , no later than 8 September 2021
Expected date of the first meeting of the admissions committee for all study programmes	13 September 2021
Invitation of applicants for an interview (unless they achieve a maximum score)	by 17 September 2021
Proper interview date	21 September 2021
Alternative interview date	23 September 2021
Expected date of the second meeting of the admissions committee for all study programmes	23 September 2021
Date of the enrolment	in the period from 24 September to 30 September 2021 (electronically)
The beginning of the academic year	1 October 2021

In the case of a positive decision, and if the applicant has agreed to this in the application, the decision will be sent via the information system. Otherwise, the applicant will receive a written notification of acceptance / non-acceptance within 10 days after the date of the meeting of the admissions committee by consignment by hand, sent to the address specified in the application.

The applicant has the right to view all materials that are relevant for the decision on his/her admission to study within 15 days from the date of receipt of the decision of admission/rejection at the Study Department of the Faculty of Mechanical Engineering. Copies of these materials are not available. The written request for review of the decision is governed by the Act on Higher Education (§ 50) and the Statute of the VSB – Technical University of Ostrava.

Related Documents

- Statute of VSB – Technical University of Ostrava.
- Study and Examination Regulations for Doctoral Study Programmes at VSB–TUO.

Concluding Provisions

The rules for the admission procedure and the conditions for admission to doctoral studies at the Faculty of Mechanical Engineering VSB – TU Ostrava for the academic year 2021/2022 were approved by the Academic Senate of the Faculty of Mechanical Engineering VSB – TU Ostrava on 27 October 2020, in accordance with § 27 subsection 1 letter e) of Higher Education Act. The document becomes valid on the day of approval by the Academic Senate of the Faculty of Mechanical Engineering VSB – TU Ostrava and its validity is terminated by announcing the conditions of admission to study in the doctoral study programme for the following academic year.

prof. Ing. Robert Čep, Ph.D.
Dean of the Faculty of Mechanical Engineering

List of Changes and Revisions of the Controlled Document

Version	Date	Change / revision content	Name and signature of the document guarantor
A	14 February 2006	The first issue for the academic year 2006/2007	prof. Ing. Petr Horyl, CSc.
B	14 March 2007	Actualization for academic year 2007/2008	prof. Ing. Petr Horyl, CSc.
C	18 December 2007	Actualization for academic year 2008/2009	prof. Ing. Petr Horyl, CSc.
D	16 December 2008	Actualization for academic year 2009/2010	prof. Ing. Petr Horyl, CSc.
E	12 January 2010	Actualization for academic year 2010/2011	prof. Ing. Petr Horyl, CSc.
F	14 December 2010	Actualization for academic year 2011/2012	prof. Ing. Petr Horyl, CSc.
G	13 December 2011	Actualization for academic year 2012/2013	prof. Ing. Petr Horyl, CSc.
H	1 January 2013	Actualization for academic year 2013/2014	doc. Ing. Robert Čep, Ph.D.
I	2 January 2014	Actualization for academic year 2014/2015	doc. Ing. Robert Čep, Ph.D.
J	4 November 2014	Actualization for academic year 2015/2016	doc. Ing. Robert Čep, Ph.D.
K	15 December 2015	Actualization for academic year 2016/2017	doc. Ing. Robert Čep, Ph.D.
L	6 December 2016	Actualization for academic year 2017/2018	doc. Ing. Robert Čep, Ph.D.
M	12 December 2017	Actualization for academic year 2018/2019	doc. Ing. Robert Čep, Ph.D.
N	2 October 2018	Actualization for academic year 2019/2020	prof. Ing. Robert Čep, Ph.D.
O	10 December 2019	Actualization for academic year 2020/2021	prof. Ing. Robert Čep, Ph.D.
P	15 May 2020	Actualization of the maximum number of admitted students for the study programme Transport Systems, update of dates for the academic year 2020/2021	doc. Ing. Miroslav Mahdal, Ph.D.
Q	27 October 2020	Actualization for the academic year 2021/2022, newly accredited study programmes in Czech and English language	doc. Ing. Miroslav Mahdal, Ph.D.

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