

## Conditions for admission to the Bachelor's and the follow-up Master's studies at the Faculty of AgriSciences at Mendel University in Brno in the academic year 2022/2023

### § 1

#### Introductory provisions

- (1) The conditions for admission to the Bachelor's and Master's programmes (hereinafter referred to as "conditions for admission") at the Faculty of AgriSciences at Mendel University in Brno (hereinafter just "the university") are determined in accordance with provisions of Sections 48 to 50 of Act No. 111/1998 Coll., on higher education institutions and on the amendment and supplement of other acts as later amended (the Higher Education Act), relevant provisions of the Statutes of Mendel University in Brno and the relevant provisions of the Study and Examination Regulations of Mendel University in Brno.
- (2) The conditions for admission are disclosed in accordance with Section 49 (5) and (6) of the Higher Education Act.

### § 2

#### Study programmes/specialisations and the anticipated numbers of students enrolled to study

- 1) The admissions process for study at the Faculty of AgriSciences at Mendel University in Brno in academic year 2022/2023 (hereinafter referred to as "FA MENDELU") will be held in the study programmes/specialisations listed under letters (a) and (b) hereunder. The anticipated number of students enrolled to study is determined according to the capacity of the Faculty.

#### a) Bachelor's study programmes and specialisations

Study Programme	Specialisation	Form of study	Anticipated number of enrolled students
Agroecology	Agroecology	Full-time	40
	Land Consolidation and Soil Protection		20
	Water in Agroecosystem		20
Applied Technology	Machinery Management	Full-time	60
	Waste Management		20
	Agricultural Buildings and Technological Equipment		20
	Technical Expertise and Appraisalment		20
Plant Production	Plant Production	Full-time	40
	Plant Protection		20
Molecular Biology and Biotechnology	-	Full-time	40
Professional Farming	-	Full-time	40
Food Technology	-	Full-time	100
General Agriculture	General Agriculture	Full-time	50
	General Agriculture*	Part-time*	40*
	Agribusiness	Full-time	70
Animal Breeding	Animal Breeding	Full-time	130
	Fisheries		10

**b) Follow-up Master's study programmes and specialisations**

Study programme	Specialisation	Form of study	Anticipated number of enrolled students
Agroecology	Agroecology	Full-time	20
	Land Consolidation and Soil Protection		10
	Water in Agroecosystem		10
Plant Production	-	Full-time	20
Animal Nutrition	-	Full-time	20
Molecular Biology and Biotechnology	Plant Molecular Biology and Biotechnology	Full-time	15
	Animal Molecular Biology and Biotechnology		15
Waste Management	-	Full-time	15
	-	Part-time	10
Food Sciences and Human Nutrition	Food Quality and Safety	Full-time	25
	Food Technology		30
	Human Nutrition		15
Professional Farming	-	Full-time	20
Machinery Management	-	Full-time	30
Plant Protection	-	Full-time	15
Fisheries and Hydrobiology	-	Full-time	10
Technical Expertise and Appraisalment	-	Full-time	15
General Agriculture	Agribusiness	Full-time	30
	General Agriculture	Full-time	20
	General Agriculture*	Part-time*	20*
Animal Breeding	Horse Breeding and Agrotourism	Full-time	10
	Animal Breeding		30
General Agriculture (in English)	-	Full-time	5

\* In case the Faculty obtain accreditation in the course of filling applications to study in master study programe *Technical Expertise and Appraisalment* in part-time form of study the Dean reserves the right to admit students also into this study programe. Expected number of enrolled students is 15.

- 2) Depending on the number of students enrolled for the first semester of study the Dean reserves the right not to offer admission to any further applicants in cases where the number of enrolled students does not reach the number specified in par. (1) for the study programme/specialisation.

**§ 3**

**Submission of applications to study and admissions procedure fee**

**a) Bachelor's study programmes and specialisations**

- (1) An application to study is submitted electronically. Application must first be filled in electronically using the information system of Mendel University in Brno (hereinafter only the "Information System"), printed out and sent in hard copy to the faculty study office address in accordance with the instructions given below before 31/3/2022 using the registered post service whenever possible.

- (2) The form for submitting electronic applications to study is accessible at <https://is.mendelu.cz/prihlaska/>.
- (3) The applicant for Bachelor's studies will file an application to study a study programme with the option of specialisation a), b), c) within the programme in case the programme branches out into specialisations.
- (4) The applicant will fill in the "Personal information" and "Address" sections. Provided this information is given correctly, sections in the information system will be denoted as complete. When filling in the "1<sup>st</sup> to 3<sup>rd</sup> year" columns of the application, the applicant should specify grades in all courses given on the final/end-of-year certificate, and grades of all courses given on the half-year certificate of the last year in the "4th year" column (applicants who had already completed their studies with school-leaving examination will complete it in the same manner). Column identifies as "V" remains blank. The section will be denoted as complete once the Faculty study office receives hard copy of the application and verifies its correctness.
- (5) Application filled in completely in the information system must be printed and signed by the applicant. The applicant authenticates that all information is true by signing both sides of the paper application. Information provided in the information system and hard copy of the application must be identical.
- (6) The secondary school head office confirms the accuracy of the secondary school grades in the application by attaching the stamp and signature to the hard copy of the application where the grades are given (page 2 of the application).
- (7) In cases where the applicant completed secondary education in previous years, the applicant may submit double-sided copies of end-of-year certificates that do not have to be certified and confirmation made by the secondary school head office is not essential. However, the hard copy of the application stating secondary school grades must be sent by registered post too (page 2 of the application).
- (8) Applicants to study in a Bachelor's study programme who obtained their education in a foreign country, with the exception of Slovakia, are required to attach a certified copy of secondary education grades and their certified translation performed by a court-appointed translator to the application to study.
- (9) On the date of filing of the application for study, a fee associated with the admission procedure is payable. There is a fee of CZK 450 for the Bachelor's study programme. The fee is payable to the account number specified in the electronic application. The payment must be identified with a variable symbol, which is individually assigned to each applicant for study. When paying from abroad, it is necessary to use the international account number IBAN CZ520100000354335800227, the payer must specify that he pays fees for both sides of the transaction (check OUR in your payment order). Electronic payment gateways in the application can also be used to pay the fee. The fee paid is non-refundable.
- (10) The application will be included in the admission procedure if all sections of the application in the information system are marked as complete, following delivery of the application in hard copy to the study department of the Dean's Office, and following a check on the correctness of all data and registered payments by the study officer.
- (11) Deficiencies in the application completed in the information system and in the paper for of the application sent to the study department are eliminated by the applicant for study on the basis of a call and instructions from the Study Department of the Faculty Dean's Office. The failure to duly and timely remedy any deficiencies may result in the discontinuing the admission procedure. The admission procedure will also be stopped if the application for study is submitted without the fee paid in the admission procedure.
- (12) An applicant for study who has fulfilled the conditions of the admission procedure and has been admitted to study is obliged on the day of registration to deliver a certified copy of the school-leaving certificate.
- (13) An applicant who has received an education abroad with the exception of the Slovak Republic, has fulfilled the conditions of the admission and has been admitted to study is obliged on the day of enrollment to provide a certified proof of completion of the Czech language examination at level B2 or higher of the European Framework of Reference for Languages and a certified copy of the nostrification clause on the recognition of secondary education in the Czech Republic according to the generally binding regulations of the Czech Republic.

#### **b) Follow-up Master's degree programmes and specialisations**

- (1) The application for study is submitted electronically. The application must first be completed electronically using the University Information System of Mendel University in Brno (hereinafter referred to as the "Information System"), then printed and sent in hard copy to the Study Department of the Dean's Office by 31/3/2022, preferably by registered post.
- (2) The form for completing the electronic part of the application for study is available at <https://is.mendelu.cz/prihlaska/>.
- (3) An applicant for follow-up Master's degree submits an application for study programme with the possibility of choosing the priority of specialisations a), b), c) in the programme if the programme has more specialisations. Within the framework of a

study programme which has several specialisations, the applicant submits only one application. The current student of FA MENDEL 2021 submits an application according to the permeability of the Bachelor's and the follow-up Master's degree. In order to correctly count the points for the FA MENDEL student's grades obtained in Bachelor's studies, the applicant must establish the application as an existing user of the information system.

- (4) The applicant shall fill in the section "Personal data" and the section "Address". If the data are properly entered, the sections in the information system will be marked as complete.
- (5) The completed application in the information system must be printed and signed by the applicant. The applicant confirms the veracity of all the above-mentioned data by attaching his/her signature to the application. The information contained in the information system and in the paper form of the application must be identical.
- (6) FA MENDEL 2022 applicant may file a request for entrance examination waiver along with the application in accordance with the instructions under Section 6 (5).
- (7) On the date of filing of the application for study, a fee associated with the admission procedure is payable. There is a fee of CZK 450 for the follow-up Master's degree programme. The fee is sent to the account number specified in the electronic application. The payment must be identified with a variable symbol, which is individually assigned to each applicant for study. When paying from abroad, it is necessary to use the international account number IBAN CZ520100000354335800227, the payer must specify that he pays fees for both sides of the transaction (check OUR on your payment order). Electronic payment gateways in the application can also be used to pay the fee. The fee paid is non-refundable.
- (8) The application will be included in the admission procedure if all sections of the application in the information system are marked as complete following the delivery of the hard copy of the application to the study department of the Dean's Office, and after all data and registered payments have been checked by the study officer.
- (9) Deficiencies in the application completed in the information system and in the paper application sent with all the requirements to the study department are eliminated by the applicant for study on the basis of a call and instructions from the Study Department of the Dean's Department of the Faculty. Failure to duly and timely remedy the deficiencies may result in discontinuing the admission procedure. The admission procedure will also be stopped if the application for study is submitted without the fee paid in the admission procedure.
- (10) An applicant who has fulfilled the conditions of the admission procedure and has been admitted to study is obliged to deliver a certified copy of the Bachelor's diploma on the day of enrollment. The obligation to provide evidence of educational attainment does not apply to applicants - graduates of 2022 who have obtained the relevant education at the FA MENDELU.
- (11) An applicant who has received an education abroad with the exception of the Slovak Republic has fulfilled the conditions of the admission procedure and has been admitted to study is obliged, on the day of enrollment, to deliver a certified copy of the nostrification decision, certified proof of completion of the Czech language exam at the level B2 or higher of the European Framework of Reference for Languages and a certified copy of the foreign diploma and its certified translation by a court translator, or a document replacing a foreign diploma.

#### **§ 4**

##### **General conditions of the admissions procedure**

- (1) Admission to study is decided by the Dean. The advisory body is the Admissions Committee.
- (2) A preview of the results of the admission procedure is available to the applicant through the information system.
- (3) The decision must be issued within 30 days of verification of the conditions for admission to study pursuant to Section 49 (5) of the Higher Education Act. The university is not obliged to give the applicant the opportunity to comment on the supporting documents of the decision before issuing a decision on the matter. The decision on acceptance/notification on the fulfilment of the conditions of the admission procedure is served on the applicant for study in accordance with generally binding regulations. If the decision issued in the proceedings pursuant to Section 50 of the Higher Education Act complies with the applicant's application for admission to study, the decision can be served on the applicant through the information system, if the applicant has agreed to this method of service in advance on the application for study; in such a case, the day of service and notification of the decision shall be deemed to be the first day following the date of disclosure of the decision in the information system.

- (4) An applicant who has fulfilled the admissions procedure conditions and has been admitted to study is invited to enroll to study where the conditions of educational attainment would be verified in accordance with Section 3.
- (5) The applicant will be informed about the date of enrolment to study by e-mail and the dates of enrolment will be published on the Faculty's website.
- (6) An applicant who has failed to meet the conditions for admission to study is issued with a non-admission decision. An applicant who could not be verified to fulfil the conditions for admission to study is issued with a resolution to stop the admissions procedure. These documents are served on applicants for study in accordance with generally binding regulations.
- (7) The applicant shall have the right to browse the file only after notification of the decision. Instead of allowing access to the file, the University may provide the applicant with a copy of the file.
- (8) The tenderer may appeal against the decision within 30 days of the date of its notification. The administrative authority of appeal shall be the Rector; the appeal is lodged through the Dean.

### **§ 5**

#### **The conditions for admission to study in a Bachelor's programme conducted in the Czech language**

- (1) The condition of admission to study in a Bachelor study programme is completed secondary education with a school-leaving examination or education achieved under Section 48 (4) of the Higher Education Act.
- (2) The main criterion for admission to study in the Bachelor's degree programme is the average grade from previous studies in secondary school over the last 3.5 years of study.

### **§ 6**

#### **The conditions for admission to follow-up Master's studies conducted in the Czech language**

- (1) The condition for admission to study in the follow-up Master's degree programme is the proper completion of studies in a Bachelor's or Master's degree programme pursuant to Section 48 (5) of the Higher Education Institutions Act.
- (2) A compulsory part of the admission procedure is the entrance examination. The entrance examination takes the form of a written test from the subjects of the state final examination of the previous Bachelor's studies at the FA MENDELU. The ranking of applicants, compiled according to the total number of points achieved for the entrance examination, is an essential basis for the admission decision process.
- (3) The entrance examination takes place on 17/5/2022. The specific time of the entrance examination will be set individually for each applicant well in advance and the applicant will be notified via an app in the information system.
- (4) The test consists of 50 questions, each question having 4 alternatives, only one of which is correct. Two points can be obtained for each question, a maximum of 100 points in total.
- (5) A maximum of 50% of applicants may be exempted from the obligation to take the entrance examination from the numbers referred to in Section 2 (1) for the corresponding study programme/specialisation on the basis of the study average in the previous Bachelor's degree at FA MENDELU and who met the following conditions:
  - a) completion of the permeability of Bachelor's and follow-up Master's studies and
  - b) at the time of submission of applications for study, the applicants submit a written application to the Study Department of the Dean's Office of the Faculty.
- (6) In the event that the accepted applicant fails to pass the state Bachelor's examination in due time, the written notice of the outcome of the admissions procedure sent to the applicant's document storage accessible via the information system expires and the enrollment for the given academic year 2022/2023 is not permissible.

### **§ 7**

#### **The conditions for admission in the follow-up Master's studies conducted in a foreign language**

- (1) A compulsory part of the admissions procedure is the entrance examination. The entrance examination takes the form of a written test from the subjects of the state final examination of the previous Bachelor's studies at the AF MENDELU. The ranking of applicants, compiled on the basis of the total number of points achieved, is an essential basis for admission.
- (2) The Dean has the right to determine the scope and method of the entrance examination to be held between January and March 2022 and to assess the qualifications of applicants according to the additional documents sent.

- (3) The test consists of 30 questions, each question having 4 alternative answers, only one of which will be correct. You will be able to earn 2 points for each question. In order to comply, the applicant must correctly answer at least 16 questions.
- (4) The Dean may also waive the entrance examination at the written request of the applicant delivered before the date of the entrance examination.
- (5) There is a charge for studying in a study programme conducted in a foreign language. The amount of the fees is set out in the Rector's Regulation "Fees related to the study and fees for acts related to habilitation and procedure for the appointment of a professor".

## § 8

### Final provisions

- (1) The applicant only settles any administrative issues related to the admissions procedure with the Study Department of the Dean's Office of the Faculty (in the review procedure with the Rector of the University).
- (2) The Dean reserves the right not to open studies in a given study programme/specialisation in case of a low number of applicants/accepted applicants or already enrolled students. Applicants for studies/accepted applicants or already enrolled students in these study programmes/specialisations will be offered the option to study in a related study programme/specialisation.
- (3) If accreditation is granted to a new study programme before the meeting of the admissions committee, the Dean reserves the right to accept applicants for study in the newly accredited study programme if this applicant has fulfilled the conditions of admission to study in the same or similar study programme.
- (4) The Dean reserves the right to announce a second round of admissions. In this case, the information will be published on the official notice board and on the website [www.af.mendelu.cz](http://www.af.mendelu.cz).
- (5) In the case of entrance examinations held abroad, the Dean may set slightly different dates for the individual steps and conditions of the admission procedure.
- (6) Report on the course of the admission procedure pursuant to Section 50 (9) of the Higher Education Act will be published by the Faculty [www.af.mendelu.cz](http://www.af.mendelu.cz).
- (7) Questions can be sent to: Ing. Simona Viktorinová, (545 133 008, [simona.viktorinova@mendelu.cz](mailto:simona.viktorinova@mendelu.cz), [agro@mendelu.cz](mailto:agro@mendelu.cz)), Ing. Iveta Schönová (545 133 003, [iveta.schonova@mendelu.cz](mailto:iveta.schonova@mendelu.cz)), or Bc. Martina Sobolová (545 133 010, [martina.sobolova@mendelu.cz](mailto:martina.sobolova@mendelu.cz)).
- (8) Applications and other documents related to the admissions procedure can be sent to the address:

Mendel University in Brno  
Faculty of AgriSciences  
Study Department  
Zemědělská 1  
613 00 Brno  
Czech Republic

Identify the envelope with "APPLICATION".

- (9) These conditions of admission to Bachelor's and follow-up Master's studies at the Faculty of AgriSciences of Mendel University in Brno take effect on the date of approval by the Academic Senate of the Faculty.

In Brno on 18.10.2021

the Dean

Approved by the Academic Senate of the Faculty of AgriSciences on 18.10.2021

Chairman of the Academic Senate of the Faculty of  
AgriSciences, Mendel University in Brno