
NOVELA

NO. 3 /2023

DEAN'S REGULATION



Fakulta tropického
zemědělství

ADMISSIONS TO BACHELOR'S AND MASTER'S DEGREE PROGRAMMES AT FTZ FOR THE ACADEMIC YEAR 2023/2024

Article 1

Introductory provisions

- (1) This amendment amends Dean's Regulation 5/2022 Admission to FTZ for Bachelor's and Master's Degrees Academic Year 2023/2024.

Article 2

Letter of amendment

- (1) This amendment amends Article 8 - Course of the Admission Examination for Master's Degree Programmes:

Admission procedure to the Tropical Agroecology programme is single round. The application form includes a letter of motivation, a short curriculum vitae, results of previous studies and proof of a Bachelor's degree.

- (2) This amendment amends article 9 - Dates of entrance examinations for continuing master's programmes :

Application deadlines

- Application for study - 1st stage for applicants abroad: 18 November 2022 - 8 January 2023
- Application for studies - 2nd stage: 9 January - 31 March 2023
- application for the Tropical Agroecology programme - from 1 March 2023 - 31 May 2023

For the Tropical Farming Systems programme, applications are accepted throughout the admissions process.

Entrance exam dates

- Date of the entrance exam - 1st stage for applicants abroad:
 - Round 1 - check of study prerequisites (without the participation of the applicant) - 16 January 2023
 - Round 2 - Video interviews for applicants abroad - 30 January - 3 February 2023
 - alternative date - video interviews for applicants abroad - 13-17 February 2023
- date of the entrance examination - 2nd stage
 - Round 1 - check of study prerequisites (without the participation of the applicant) - 11 April 2023
 - Round 2 - Video interviews for applicants abroad - 19 - 20 April 2023
 - alternative date - video interviews for applicants abroad - 24 - 28 April 2023
 - Round 2 - interviews for applicants in the Czech Republic - 12 - 16 June 2023
- date of the entrance exam to the Tropical Agroecology programme - 12.6. - 22.6. 2023
- alternative date of the entrance examination - 20 June 2023
- alternative date of the entrance examination for the Tropical Agroecology programme - 27 June 2023
- supplementary round for applicants to the Tropical Agroecology programme with nostrification - 28.8. 2023

Enrolment (personal attendance of the student is required)

- regular enrolment: 13 July 2023
- alternative date of enrolment: 14 September 2023

(3) This amendment also amends Article 10 - Subjects of the admission examination for master's degree programmes and their evaluation

Study programme	Interview in English on the topic	Number of admitted students
Agri-food Systems and Rural Development	Agricultural Engineering and Technologies	25
Wildlife and Livestock Production, Management and Conservation	Animal Husbandry and Conservation	50
Tropical Crop Management and Ecology	Plant Production	25
International Development and Agricultural Economics	Economics and World Geography	25
Tropical Forestry and Agroforestry	Ecology and Forestry	15
Tropical Farming Systems	Without an interview	40
Tropical Agroecology	Prerequisites to study	25
Total		205

The minimum capacity for opening the Tropical Agroecology program is 5 accepted applicants.

Article 3

Transitional and final provisions

- (1) Other provisions of Dean's Regulation 5 /2022 not affected by this amendment remain in force.
- (2) This Regulation shall enter into force and effect on the date of its promulgation.

Prague, 3 March 2023

prof. dr. ir. Patrick Van Damme, v. r.
Dean of FTZ

ADMISSIONS TO BACHELOR'S AND MASTER'S DEGREE PROGRAMMES AT FTZ FOR THE ACADEMIC YEAR 2023/2024

Article 1

Introductory provisions

The organisation of the entrance examinations for the relevant academic year is governed by Section 48-50 of Act No.111/98 Coll., on Higher Education Institutions, and the Statutes of the Czech University of Agriculture in Prague.

The admission procedure runs from 18.11.2022 to 15.12.2023. After this date, it is no longer possible to issue a Decision on Admission to Study.

It is not possible to re-apply to the same study programme within the same academic year.

The main organisational unit involved in the admission procedure is the FTZ Study Department. In addition, the guarantors of the relevant programmes, teachers authorised by the departments to correct the examination tests and appointed members of the examination boards are involved in the procedure. The language examinations are supervised by the Department of Languages of the Faculty of Economics and Business Administration (FBE).

The admission procedure has been discussed with the respective programme guarantors.

The Faculty is committed to fully respecting the principles of non-discrimination throughout the admissions process and to promoting and ensuring equal access and opportunities for participants from all backgrounds, particularly disadvantaged or vulnerable groups. Furthermore, to apply a selection process that is fair, transparent and documented and to ensure equal opportunities for participants.

Article 2

Admission Procedure for Bachelor's Degree Programmes

General principles

The condition for admission to the Bachelor's degree is the attainment of a full secondary education of a general nature or a full secondary vocational education. In case of completion of secondary education abroad, it is necessary to provide a "Nostrification" of the acquired degree or a decision on the recognition of previous studies issued by the ČZU in Prague.

Applicants who submit a matriculation certificate or submit a certificate from the last completed year of secondary school registered in the Czech Republic with an average of up to and including 1.6 will be admitted without an entrance examination. The latest dates for the submission of the corresponding certificate for each stage of the admission procedure are given in Article 4 - Dates of the admission examinations for Bachelor's programmes.

Students who have successfully participated in regional and national rounds of subject Olympiads sponsored by the Ministry of Education, Youth and Sports of the Czech Republic or participated in the national round of the Secondary School Vocational Activity (SOČ), as well as participants in vocational competitions sponsored by the Ministry of Education, Youth and Sports (MŠMT-Competition in Foreign Languages and Geography Olympiad), and graduates of the international Advanced Placement (AP) exam - the exam is provided by the Center for Talented Youth (www.ctm-academy.cz) with a score of 5 or 4 in AP Biology or AP Environmental Science for the ZTS programme and AP Human Geography or AP Macroeconomics for the ICARD programme, are eligible for admission without an entrance examination to the relevant Bachelor's programme. Students who have placed at the top of the Olympiads sponsored by the Ministry of Education and participated in the national round of the Secondary School Vocational Activity (SOČ) may receive a scholarship of up to CZK 5,000 per month according to the Rector's Directive on the Support of Talented Applicants for Study at ČZU.

Applications to study at the FTZ are submitted electronically at is.czu.cz/application

The fee for studying in the International Cooperation in Agriculture and Rural Development (ICARD) programme, which is conducted in English, is **CZK 8,000 per academic year, payable** by credit card (information on this payment method can be found in the electronic information system after successful completion of the entrance examination), by bank transfer, by bank transfer, or in person at the ČZU Study and Information Centre. The **fee is payable by the student's enrolment and is non-refundable**.

Applicants can also obtain further information about the requirements and content of the admission procedure in Czech and English on the FTZ website in the "Applicants for Studies" section. Information is also provided at the "Open Days" on 18 November 2022, 20 and 21 January 2023 and March 2023 (dates to be specified and announced on the Faculty's website), and in selected print media.

Contact link for FTZ admissions:

+420 22438 2922, admission_FTZ@ftz.czu.cz

Contact address:

ČZU in Prague
Study Department of FTZ
Kamýcká 129
165 00 Prague - Suchbátka

Article 3

Course of the Entrance Examination for Bachelor's Programmes

The application form must be completed electronically, contain the prescribed requirements and include one selected study programme for the Bachelor's degree:

- **Tropical Agriculture (TZ)**
- **International Cooperation in Agriculture and Rural Development (ICARD)**

The duly completed application form must be accompanied by a **handling fee of CZK 750 (€ 30** for payments from abroad) by credit card (information on this payment method can be found in the electronic information system when submitting the application form), bank transfer, bank transfer, bank transfer or in person at the cash desk of the ČZU Library. The payment must contain the following information:

Account: 500022222/0800

Account name: Czech University of Agriculture in Prague

Address of the account owner: Kamýcká 129, 16500 Praha - Suchdol, Czech Republic, EU

Bank name: Česká spořitelna, a.s.

Address of the bank: Česká spořitelna a.s.

Budějovická 1518/13b

Prague 4 - 140 00, Czech Republic

SWITCHF (BIC): GIBACZPXXXX

IBAN (current account): CZ38 0800 0000 0005 0002 2222

Variable symbol for the deposit slip and the bank (for foreign payments, indicate in the note): 5175000123

Specific symbol: application number

Transfer Post: Prague - Suchdol

In the case of multiple applications, the fee is paid for each application separately (specific symbols differ), so multiple applications cannot be paid in bulk - applications that do not have a payment assigned by the last day of submission will not be processed. **The fee is non-refundable at any stage of the admission procedure.** Only complete, paid and submitted applications, with all required documents uploaded where applicable, will be accepted for further processing.

All applicants will be informed about the admission examination by e-mail via the University Information System at least 30 days before the date of the examination. (The course of the admission procedure will be published on the portal is.czu.cz/application). The invitation will state the date, place and time of the written examination.

Candidates must bring their ID card (or passport) to the entrance exam.

The applicant is admitted to study after fulfilling the conditions of the admission procedure and paying the study fee. Applicants who graduate from a secondary school abroad must also submit a "Nostrification" of the obtained degree or a decision on the recognition of previous studies issued by the ČZU in Prague.

More information about the nostrification process at http://www.praha.eu/jnp/cz/potrebuji_resit/zivotni_situace/skolstvi/uznavani_rovnocennosti_a_nostrifikace.html (in English at http://skoly.praha.eu/87436_RECOGNITION-OF-FOREIGN-EDUCATION). On the basis of the valid Institutional Accreditation of ČZU (whereby the University fulfils the condition stipulated in Article 48, paragraph 6 of Act No. 111/1998 Coll., on Higher Education), the recognition of previous education is also carried out by the University

(in this case we no longer require a document of "Nostrification"). In the admissions procedure, the University will thus assess the fulfilment of the condition of attaining secondary education with a matriculation examination pursuant to Section 48(4) of the Higher Education Act. For more information on the recognition of previous education for foreign applicants to FTZ, please visit <https://www.czu.cz/cs/r-7213-studium/r-7258-posuzovani-zahranicniho-vzdelani/r-17069-interni-evaluace-zahranicniho-vzdelani-v-ramci-prijimaciho-rizenizahranicniho-vzdelani/r-17069-interni-evaluace-zahranicniho-vzdelani-v-ramci-prijimaciho-rizeni> (in English at <https://www.czu.cz/en/r-9188-study/r-9254-recognition-of-foreign-education/r-17071-internal-evaluation-of-foreign-education-within-the-admission-procedure/foreign-education-evaluation.html>). When enrolling, applicants must submit a certified copy of their school-leaving certificate.

If a candidate cannot attend the entrance examination in Stage 1 or Stage 2 for serious reasons, he/she may take it at an alternative date. The request for an **alternative date** with justification must be submitted by e-mail no later than on the day of the regular entrance examination to the e-mail address of the FTZ Study Department.

A supplementary stage of entrance examinations may be organised to supplement the capacity of the programme. However, this capacity may already be filled from Stage 1 or Stage 2 of the regular round or from an alternative date of the regular round. In this case, the make-up stage shall not be announced.

The dean of the FTZ decides whether or not the student has passed the entrance examination on the basis of the results of written tests and oral interviews. The dean will notify the applicant of his/her decision electronically on the portal is.czu.cz/application, usually within 7 days (it is necessary to monitor the course of the admission procedure.) Applicants will receive the original proof of admission after enrolment.

Admission to the ICARD programme

The admission procedure in the ICARD programme, unlike the TA programme, is a two-round procedure. In Round 1, which takes place without the presence of the applicant, the admissions committee selects applicants on the basis of their aptitude for study - based on their **current field of study and the results of previous studies completed, and the experience and aptitude for study contained in their CV.** The CV and the report card from the last completed year (or the school leaving certificate with a transcript of marks) must be uploaded at the same time as the application to the University's electronic system (UIS). All documents are required in Czech or English. We require an officially certified translation for the report card. Round 1 includes an online test in English focused on the general overview of the applicant.

In the first round, which assesses the prerequisites for study, a maximum of 50 points can be obtained. The assessment criteria are:

- 20 points - General overview (online test)
- 20 points - Experience and aptitude for study (CV)
- 10 points - Results of previous studies (report card)

Selected applicants who reach the minimum threshold of 30 points are invited by e-mail via UIS to the second round of the admission procedure - the actual entrance examination.

In the case of successful completion of the entrance examination for applicants from countries requiring a visa to the Czech Republic, a confirmation of accommodation and the Unified Certificate of Admission to Study will be sent to the applicant by means of a transport service. However, these documents will be sent only after the proof of payment of the foreign language tuition fee and the nostrification or decision on recognition of previous education have been sent electronically to the FTZ Study Department.

Article 4

Dates of Entrance Examinations for Bachelor's Degree Programmes

Application deadlines

- Application for study - 1st stage for applicants abroad to the ICARD programme: 18 November 2022 - 8 January 2023
- Application deadline for study - TZ programme: 18 November 2022 - 31 March 2023
- Application deadline - 2nd stage for the ICARD programme: 9 January - 31 March 2023

Deadlines for the delivery of certificates for admission without an admission procedure

- Ordinary stage for the TS programme: 31.5.2023
- Stage 2 for the ICARD programme: 31.5.2023

Dates of the entrance examination for the ICARD programme

- date of the entrance exam - 1st stage of the ICARD programme for applicants abroad:
 - Round 1 - online test - 13.1.2023 11:00 (CET)
 - Round 1 - check of study prerequisites (without the participation of the applicant) - 16 January 2023
 - Round 2 - entrance exam - video interview for applicants abroad - 30 January - 3 February 2023
 - alternative date - video interviews for applicants abroad - 13-17 February 2023
- date of the entrance exam - 2nd stage of the ICARD programme
 - Round 1 - online test - 6.4.2022 11:00 (CEST)
 - Round 1 - checking the prerequisites for studying the ICARD programme (without the participation of the applicant) - 11 April 2023
 - Round 2 - entrance exam - video interviews for applicants abroad - 19 - 20 April 2023
 - alternative date - video interviews for applicants abroad - 24 - 28 April 2023
 - 2nd round - entrance exam for applicants in the Czech Republic - 5 - 9 June 2023
- alternative date of the entrance examination: 16 June 2022

Dates of the entrance examination for the TZ programme

- date of the entrance examination - programme TZ: 5 - 9 June 2023
- alternative date of the entrance examination: 15 June 2023

Enrolment (personal attendance of the student is required)

- regular enrolment: 11 July 2023
- Alternative deadline for enrolment in the TZ programme: 5.9. 2023
- Alternative deadline for enrolment in the ICARD programme: 12 September 2023

Article 5

Subjects of the entrance examination for Bachelor programmes and their assessment

The actual entrance exam for the Bachelor's degree programmes ICARD and TZ is written, only the Czech language exam is oral. The subject matter of all subjects is within the scope of the secondary school curriculum. The examination teams are composed of experts in the respective subject, the written language tests are evaluated by teachers from the Department of Languages of the Faculty of Business and Economics of the Czech Technical University.

Entrance examinations for both programmes consist of two subjects - languages and a specialised subject. For the ICARD programme, the whole course of the entrance examination, including the specialised test, is in English. For applicants who cannot prove their knowledge of the Czech language by taking the matriculation examination in Czech, the TZ programme also offers an admission interview in Czech, aimed at assessing the level of language skills required for studying the relevant programme. Applicants who submit a matriculation exam in Czech do not have to take the oral interview.

The maximum number of points and the minimum threshold for admission vary by programme (Tables 1 and 2).

Table 1 - Evaluation of applicants and thresholds for admission - ICARD programme

Test	Maximum/minimum number of points
1. Geography of the world	50/20
2. English language	50/25
Total	100/45

Table 2 - Evaluation of applicants and thresholds for admission - TZ programme

Test	Maximum/minimum number of points
1. Biology	50/20
2. English language	25/10
3. Czech language - interview ^{Note)}	25/15
Total	100/45

Note) The Czech language exam includes an interview in Czech. Candidates who provide evidence of a matriculation exam in Czech do not have to take the Czech language entrance exam and receive full points.

Candidates are **admitted to study at the FTZ according to their scores on the entrance examination** until the study programme is full (Table 3). Sample tests for all subjects can be taken on the website.

Table 3 - Study programmes, their capacities and examination subjects

Bachelor programme	Written test in a specialised subject	Language	Number of admitted students
1. Tropical agriculture	Biology	English and Czech language <small>Note)</small>	100
2. International Cooperation in Agriculture and Rural Development	Geography of the world	English language	80
Total			180

Note) The Czech language exam includes an interview in Czech. Candidates who provide evidence of a matriculation exam in Czech do not have to take the Czech language entrance exam and receive full points.

Article 6

Admission Examinations for the ICARD Bachelor's Degree Programme for Applicants Abroad

If an applicant for the ICARD programme is unable to attend the admission procedure in person due to a long-term stay abroad, he/she may submit a request to the dean to participate in the admission procedure via video interview. However, this form of admission procedure must be requested no later than when the application is submitted in the University Information System. This form of admission procedure does not give rise to a legal claim on the part of the applicant.

If the application is accepted, the applicant will take the admission procedure by video interview before the examination board on the date specified in the invitation. The interview will be conducted in English and will test the applicant's ability to speak on a specialist topic related to the programme and his/her knowledge of world geography within the scope of the written admission tests. In this case, the candidate is responsible for the adequacy of the transmission and the equipment used. Video interviewing is possible in particular for Stages 1 and 2 of the admission procedure. In Stage 3, it is exceptional.

Article 7

Admission procedure for Master's degree programmes

General principles

Admission to the Master's degree is subject to the submission of a Bachelor's degree from any university of agricultural, technical, economic or natural sciences. In the case of other fields of study, applicants' interest in a particular programme is also taken into account. In the case of a bachelor's degree completed abroad, it is necessary to present a "Nostrification" of the diploma of the bachelor's degree obtained or a decision on recognition of previous studies issued by the Czech University of Life Sciences in Prague

Applications to study at the FTZ are submitted electronically at is.czu.cz/application.

For studies conducted in English, a fee of CZK 6,000/academic year is paid in all FTZ Master's programmes (applies to applicants admitted within the maximum capacity of the programme (see Table 5), whose studies are co-financed by the Ministry of Education and Science). **The fee for studies in the Tropical Farming Systems programme, where students finance their studies themselves, is CZK 60,000/academic year.** The fee can be paid by credit card (information on this method of payment can be found in the electronic information system after successful completion of the entrance exam), bank transfer, bank deposit, or in person at the cash desk of the Study and Information Centre of ČZU. **The fee is payable by the day of the student's enrolment and is non-refundable.**

Applicants can also obtain further information about the requirements and content of the admission procedure in Czech and English on the FTZ website in the "Applicants for Studies" section. Information will also be provided at the "Open Days" on 18 November 2022, 20 and 21 January 2023 and March 2023 (dates to be specified and announced on the Faculty's website), and in selected print media.

Contact link for FTZ admissions:

+420 22438 2922, admission_FTZ@ftz.czu.cz

Contact address:

ČZU in Prague
Study Department of FTZ
Kamýcká 129
165 00 Prague - Suchdol

Article 8

Course of the entrance examination for Master's degree programmes

The application form must be completed electronically and contain the prescribed requirements, as well as one selected study programme for the Master's degree:

- **Agri-food Systems and Rural Development (ASRD)**
- **Wildlife and Livestock Production, Management and Conservation (WLPMC)**
(the student also chooses a specialisation within the programme in the application form)
- **Tropical Crop Management and Ecology (TCME)**
- **International Development and Agricultural Economics (IDAE)**
- **Tropical Forestry and Agroforestry (TFA)**
- **Tropical Farming Systems (TFS)**

For a duly completed application form, it is necessary to pay a **handling fee of CZK 750,- (€ 30,- for payments from abroad)**, by credit card (information on this payment method can be found in the electronic information system when submitting the application form), bank transfer, bank deposit or in person at the cash desk of the ČZU Library:

Account: 500022222/0800

Account name: Czech University of Agriculture in Prague

Address of the account owner: Kamýčká 129, 16500 Praha - Suchdol, Czech Republic, EU

Bank name: Česká spořitelna, a.s.

Address of the bank: Česká spořitelna a.s.

Budějovická 1518/13b

Prague 4 - 140 00, Czech Republic

SWITCHF (BIC): GIBACZPXXXX

IBAN (current account): CZ38 0800 0000 0005 0002 2222

Variable symbol for the deposit slip and the bank (for foreign payments, indicate in the note): 5175000123

Specific symbol: application number

Transfer Post: Prague - Suchdol

In the case of multiple applications, the fee is paid for each application separately (specific symbols differ), so multiple applications cannot be paid in bulk - applications that do not have a payment assigned by the last day of submission will not be processed. **The fee is non-refundable at any stage of the admission procedure.** Only complete, paid and submitted applications with all required documents uploaded will be accepted for further processing.

All applicants will be informed about the admission examination by e-mail via the University Information System at least 30 days before the examination (the course of the admission procedure will be published on the portal is.czu.cz/application). The invitation will state the date, place and time of the interview.

Candidates must bring their ID card (or passport) to the entrance exam.

The applicant is admitted to study after fulfilling the conditions of the admission procedure and paying the study fee. Applicants who complete their bachelor's degree abroad must submit a nostrified proof of achievement or a decision on recognition of previous studies obtained at the ČZU in Prague. <https://www.czu.cz/cs/r-7213-studium/r-7258-nostrifikace> (in English at <https://www.czu.cz/en/r-9188-study/r-9254-recognition-of-academic-diplomas>). On the basis of the valid Institutional Accreditation of the ČZU (whereby the University fulfils the condition stipulated in Article 48, paragraph 6 of Act No. 111/1998 Coll., on Higher Education), the recognition of previous education is also carried out by the University (in this case, the document of "Nostrification" is no longer required). Thus, in the admission procedure, the university will assess the fulfilment of the condition of attaining higher education and obtaining a bachelor's degree from a university according to Section 48(5) of the Higher Education Act. For more information on the recognition of previous education for foreign applicants to FTZ, please visit <https://www.czu.cz/cs/r-7213-studium/r-7258-posuzovani-zahranicniho-vzdelani/r-17069-interni-evaluace-zahranicniho-vzdelani-v-ramci-prijimaciho-rizeni/interni-evaluace-zahranicniho-vzdelani-v-ramci-prijimaciho-r.html> (in English at <https://www.czu.cz/en/r-9188-study/r-9254-recognition-of-foreign-education/r-17071-internal-evaluation-of-foreign-education-within-the-admission-procedure/foreign-education-evaluation.html>). Applicants must submit a certified copy of their bachelor's degree upon enrolment.

If a candidate cannot attend the entrance examination in Stage 1 or Stage 2 for serious reasons, he/she may take it at an alternative date. The request for an **alternative date** with

justification must be submitted by e-mail no later than on the day of the regular entrance examination to the e-mail address of the FTZ Study Department.

A supplementary stage of entrance examinations may be organised to supplement the capacity of the programme. However, this capacity may already be filled from Stage 1 or Stage 2 of the regular round or from an alternative date of the regular round. In this case, the make-up stage shall not be announced.

The dean of the FTZ decides whether an examination is successful or unsuccessful on the basis of the recommendations of the individual examination boards. The decision will be notified to the applicant electronically on the portal is.czu.cz/application, usually within 7 days (it is necessary to monitor the course of the admission procedure). The applicant may request the Dean to review the decision within 30 days from the date of publication of the decision. Applicants will receive the original proof of admission upon enrolment.

In the case of successful completion of the entrance examination for applicants from countries requiring a visa to the Czech Republic, a confirmation of accommodation and the Unified Certificate of Admission to Study will be sent to the applicant by means of a transport service. However, these documents will be sent only after the proof of payment of the foreign language tuition fee and the nostrification or decision on recognition of previous education have been sent electronically to the FTZ Study Department.

The admission procedure is two-round. In the first round, which takes place without the presence of the applicant, the admissions committee selects applicants on the basis of their aptitude for study - on the basis of the **annotation of the bachelor's thesis (or similar written output), the results of previous studies completed (in the form of a transcript of marks) and the experience and aptitude for study contained in the CV and motivation letter**. The required documents (annotation of the bachelor's thesis (or similar written output), the results of the previous studies completed (in the form of a transcript of marks), CV and motivation letter) must be uploaded at the same time as the application to the University's electronic system (UIS). All documents are required in English. We require an officially certified translation for the transcript of marks, applicants from the Czech Republic may submit a transcript of marks in Czech.

Round 1 includes an online test in English focused on the general overview of the applicant.

A maximum of 50 points can be obtained in the first round, which assesses the prerequisites for study on the basis of the documents submitted. The evaluation criteria are:

- 10 points - Results of previous studies
- 10 points - Annotation of bachelor thesis (or similar written output)
- 10 points - Experience and aptitude for study
- 10 points - Cover letter
- 10 points - General overview (online test)

Selected applicants who reach the minimum threshold of 30 points are invited by e-mail via UIS to the second round of the admission procedure - a personal interview.

The admission procedure to the Tropical Agroecology programme is single round. In the application form, the applicant sends a motivation letter with a brief CV, results of previous studies and proof of having completed a bachelor's degree.

Article 9

Dates of entrance examinations to the follow-up Master's programmes

Application deadlines

- Application for study - 1st stage for applicants abroad: 18 November 2022 - 8 January 2023
- Application for studies - 2nd stage: 9 January - 31 March 2023
- application for the Tropical Agroecology programme - from 1 March 2023 - 31 May 2023

For the Tropical Farming Systems programme, applications are accepted throughout the admissions process.

Entrance exam dates

- Date of the entrance exam - 1st stage for applicants abroad:
 - Round 1 - check of study prerequisites (without the participation of the applicant) - 16 January 2023
 - Round 2 - Video interviews for applicants abroad - 30 January - 3 February 2023
 - alternative date - video interviews for applicants abroad - 13-17 February 2023
- date of the entrance examination - 2nd stage
 - Round 1 - check of study prerequisites (without the participation of the applicant) - 11 April 2023
 - Round 2 - Video interviews for applicants abroad - 19-20 April 2023
 - alternative date - video interviews for applicants abroad - 24 - 28 April 2023
 - Round 2 - interviews for applicants in the Czech Republic - 12 - 16 June 2023
- date of the entrance exam to the Tropical Agroecology programme - 12.6. - 22.6. 2023
- alternative date of the entrance examination - 20 June 2023
- alternative date of the entrance examination for the Tropical Agroecology programme - 27 June 2023
- supplementary round for applicants to the Tropical Agroecology programme with nostrification - 28.8. 2023

Enrolment (personal attendance of the student is required)

- regular enrolment: 13 July 2023
- alternative date of enrolment: 14 September 2023

Article 10

Entrance examination subjects for Master's degree programmes and their assessment

The actual entrance exam consists of an interview in English, focused on the programme (Table 5). For the oral interviews for all programmes, applicants must achieve a **minimum score of 60 out of 100** according to the criteria listed in Table 4. The examination boards are composed of experts from the department sponsoring the relevant programme of study.

Table 4 - Criteria for evaluating applicants

Subject	Maximum/minimum number of points
1. Professional English language	40/20
2. Interview focused on the topic	60/40
Total	100/60

Candidates are admitted to study at the FTZ according to their scores on the entrance examination until the study programme is full (Table 5).

Table 5 - Study programmes, their capacities and examination subjects

Study programme	Interview in English on the topic	Number of admitted students
Agri-food Systems and Rural Development	Agricultural Engineering and Technologies	25
Wildlife and Livestock Production, Management and Conservation	Animal Husbandry and Conservation	50
Tropical Crop Management and Ecology	Plant Production	25
International Development and Agricultural Economics	Economics and World Geography	25
Tropical Forestry and Agroforestry	Ecology and Forestry	15
Tropical Farming Systems	Without an interview	40
Tropical Agroecology	Prerequisites to study	25
Total		205

The minimum capacity for opening the Tropical Agroecology program is 5 accepted applicants.

The Tropical Farming Systems program is also accredited as a "double degree". Admission to this form is based on a contract with a partner university.

Article 11

Admission procedure for applicants abroad

If the applicant cannot attend the admissions procedure in person due to a long-term stay abroad, he/she may submit a request to the Dean to participate in the admissions procedure by video interview. However, this form of admission procedure must be requested no later

than when the application is submitted in the University Information System. This form of admission procedure does not give rise to a legal claim on the part of the applicant.

If the application is accepted, the applicant will take the admission procedure by video interview before the examination board on the date specified in the invitation. In this case, the candidate is responsible for the sufficiency of the quality of the transmission and the equipment used. Video interviews are possible, in particular for stages 1 and 2 of the admission procedure. It is no longer possible in Stage 3 as a general rule.

Article 12 **Final provisions**

This regulation was discussed by the College of the Dean of FTZ on 29.6.2022.

This Regulation was discussed and approved by the Academic Senate of the FTZ ČZU on 11.10.2022. The Regulation comes into force and effect on the date of its promulgation.

In Prague on 31.10.2022

prof. dr. ir. Patrick Van Damme , v. r.
Dean of FTZ