

Information on procedure and admission conditions for Master's Degree Programs

**held at the Faculty of Architecture and Design of STU in Slovak and English languages
for the academic year 2023_2024**

Pursuant to Art.56-58 of Act no. 131/2002 Coll. on universities and on amendments to certain laws (hereinafter the "Law on Universities"), pursuant to Sec. 21 of the "Statute of the Slovak University of Technology in Bratislava" (hereinafter STU), pursuant to Sec. 4 (ad 1, 3, 4) "Rules and conditions for admission to the study of first-, second- and third-degree study programs at the STU in Bratislava" other conditions of admission to the study of second-degree study programs (hereinafter referred to as SP) held at the Faculty of Architecture and Design (hereinafter FAD STU) in the academic year 2023-2024 have been stipulated in following wording:

A. Common introductory provisions for all study programs

- A.1 Defining the basic conditions for admission to study
- A.2 Defining other conditions for admission to study
- A.3 Dates of the admission procedure and fees for material supplies
- A.4 Mandatory documents for study application
- A.5 Planned number of accepted applicants for individual study programs

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 - Form and general content of the entrance exam (SP Architecture)
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- B.2 Verifications of fulfillment of another condition according to A.2./b)

C. Closing provisions for all study programs

- C.1 Methods of evaluation of the admission examination
- C.2 Tuition and study-related fees
- C.3 Publication of results
- C.4 Conclusion of the admission process

A. Common introductory provisions for all study programs

A.1 Specification of conditions for study admission

The admission procedure starts, pursuant to Art. 58, Sec. 2 of Higher Education Act No.131/2002 Coll. on the day of submission of the electronic application for study to the information system. Every applicant is obliged to submit the application.

The basic conditions for admission to the study programme of the second degree of higher education at FAD STU are, according to §56, paragraph 3 of the Higher Education Act, completed education of the first degree or completed education of the second degree. The sum of the number of credits obtained in the previous higher education studies leading to the higher education qualification and the number of credits required for the proper completion of the second-degree study programme for which the applicant is applying must be at least 300 credits. For admission to study at the study program Architecture the basic prerequisites also comprise the compliance of the content of the education in the field or a related field of study in the previous bachelor's degree, or applicant's engineering studies with the requirements of EU directive no. 2005/36/EC.

For applicants who have obtained the required education abroad, the basic prerequisite for admission to study is recognition that the successfully completed final exam and documents confirming the completed degree of study correspond to the required level of education.

A.2 Defining other prerequisites for admission to study

a) **Further admission prerequisites for the study** under the accredited study programs at the FAD STU is successful completion of the admission exam.

Every applicant must take the admission exam, except for applicants - graduates of the bachelor's degree at FAD STU, who will have completed their studies in the academic year 2022/2023 pursuant to Art.56, Sec. 3 of the Act on Universities and in accordance with the „Rules and conditions of admission to study at the study programs of the first, second and third degree at STU in Bratislava“.

Applicants applying for studies repeatedly after being expelled or having dropped out of the master's degree at the Faculty of Architecture and Design of STU must take an admission exam.

The required command of the Slovak language of the applicant for the study program in the Slovak language is min. B1. For the study program in English, the required level is at least B2 according to the Common European Framework of Reference for Language Skills - SERR, or CEFR.

b) **Further prerequisite for admission to study** at FAD STU is the payment of the fee for the material supply of the admission procedure (Art. 4, Sec. 10 of STU internal regulation No. 5/2013 "Rules and conditions of admission to study the study programs of the first, second and third degree at STU in Bratislava").

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

Application forms for the study in **both Slovak and English languages** will be submitted exclusively in electronic form via FAD STU Academic Information System (AIS)

not later than 31st May 2023

The Faculty confirms receipt of the application via AIS in the e-application form.

Telephone contacts - Study department: +421572 76 224, mobile phone: +421 918 665 015

e-mail : so@fa.stuba.sk, study.fad@stuba.sk

Only one study program can be listed in one application. If the applicant applies for several study programs at the same time, he/she submits a separate application for each program and pays the fee for each submitted application separately.

Master study programs	Deadline for submission of Application form	The date of the admission examination	Date of meeting of examination commissions	Admission commission is held on	Fees for the materials provided for the admission examination
Slovak Language					
Architecture	till 31 May 2023	21-22 June 2023	22 June 2023	28 June 2023	40,00€
Design	till 31 May 2023	22 June 2023	22 June 2023	28 June 2023	40,00€
English Language					
Architecture	till 31 May 2023	21-22 June 2023	21-22 June 2023	28 June 2023	80,00€

The fee covering the material supplies for the admission examination is to be submitted by bank transfer. The data for transfer can also be used for the transfers from abroad:

IBAN: SK70 8180 0000 0070 0008 1906

SWIFT/BIC: SPSRSKBAXXX

The bank: Statna pokladnica, Radlinskeho 32 Bratislava, Slovak Republic

Variable symbol: Number of the electronic Application form

Attention! *The system will generate a unique variable symbol for each application form. If the applicant submits multiple applications (for two or more study programs), each application will be assigned a different variable symbol.*

A.4 Mandatory documents to accompany the Application form

An applicant will be allowed to enter the admission process on condition that the following documents be presented:

- **A copy of the bachelor's or master's diploma** and supplement(s) to it - a notarized copy in paper form is submitted (an electronic copy attached as an attachment to the application in pdf format is sufficient by the time the applicant is officially enrolled for the study).
- Pursuant to Decree no. 238/2005 on the procedure for the recognition of educational documents applicants – both foreigners as well as citizens of the Slovak Republic - who have completed previous bachelor's or engineering/master's studies abroad, will submit, **a certified copy of the issued document (certificate) on the equivalence of education at a foreign university, translated into Slovak** (for the procedure, see http://www.stuba.sk/sk/informacie-pre-uchadzacov/studium-na-univerzite/uznavanie-dokladov-o-vzdelani-ziskanych-v-zahranici.html?page_id=5545).
- **A document proving the remittance of the fee covering the material supplies for the admission examination** (can be also submitted electronically as an attachment to the application form).
- **Curriculum vitae** - submitted in the form of an electronic attachment to the application in pdf format. (Except for applicants - graduates of bachelor's degree studies at FAD STU in the academic year 2022/2023).
- **List of subjects and grades from previous studies** (except for applicants - graduates of bachelor's degree studies at FAD STU).
- A medical certificate of fitness for university studies **is not required** in the application, unless the applicant's health condition requires a medical certificate for the purposes of study. Applicants with disability applicants are advised to inform the study department of FAD STU by presenting a copy of the Confirmation of disability in order for the Faculty to create adequate conditions for passing entrance exams.
- Documents attached to the application will not be returned to applicants.

In the event that the application does not contain all the mandatory data or all the required documents are not attached to the application and the applicant does not fulfill this obligation by the deadline set by FAD STU, **he/she will not be able to participate in the entrance exam!**

A.5 The planned number of the accepted applicants for all study programs

Field of study Study	Study Program	PNAA*)
Architecture and Urban Design	Architecture (Slovak Language)	100
Architecture and Urban Design	Architecture (English Language)	20
Art	Design (Slovak Language)	40

*) The planned number of accepted applicants after their fulfillment of the admission requirements. The Dean of FAD STU may decide to admit even more successful applicants but not more than 30% of the planned number of admitted candidates for the respective field of study.

B. Verification of fulfillment of other conditions for admission to study

B.1 Verification of fulfillment of another condition according to A.2./a)

According to point A.2, a) there is another prerequisite for admission to study in all study programs at the Faculty of Architecture and Design of STU which is successful completion of the entrance exam (except for applicants who meet the other conditions according to point A2a. by completing a bachelor's degree at FAD STU).

► **Field of Study: Architecture and Urban Design**

Study Program:	Architecture
Degree of Study:	second
Form of Study:	full time
Standard time of study:	2 years
Academic title after graduation:	Ing. arch.

- **Form and general content of the admission exam (SP Architecture)**

FAD STU will send a written invitation to applicants at least 2 weeks before the start of the entrance exams for master degree studies either by a registered mail or by email to the address specified in the application form. The invitation will provide the applicant with the details of the entrance exam (portfolio content, information on the date, place and time of the exam). **All applicants for master degree studies are obliged to submit not later than 17 June 2023 by 11:59 p.m. a mandatory pdf summary portfolio of their studio works as an electronic attachment to their application.**

The aim of the admission exam is to check the creative abilities and prerequisites of the applicant to study in the chosen master study program. **The test is talent-based and consists of a practical and an oral part.** It is non-anonymous. **In the practical part,** the applicant must demonstrate the required degree of creativity, invention and logical ability to solve the creative tasks of the field using the abilities and skills acquired in the bachelor's degree. **The oral part** of the exam is aimed at evaluating the candidate in terms of his argumentative ability to factually and convincingly justify the solution to the assigned task and works from the portfolio. The applicant documents previous studies with **a list of completed subjects and a portfolio of studio and other school works from the period of study.**

a) **Practical part of the exam (practical work)** - preparation of a proposal on the given topic with regard to the chosen study program, in which the creative and technical skills acquired in the bachelor's or master studies are synthesised while a strong emphasis is put on inventiveness.

b) **Oral part of the exam and portfolio** - defense of the practical work, quality of discussion of the works in the portfolio and evaluation of the content and results of the previous study.

- **Method of verification of fulfillment of the conditions and success in the entrance exam (SP Architecture)**

Verification of the fulfillment of conditions and success in the entrance exam is carried out by commission evaluation of individual parts of the exam. Evaluation committees consist at least of three

members (chairman + at least 2 other members), appointed by the dean of FAD STU. In the individual parts of the entrance exam, the applicant can be evaluated with the following points:

a	Practical part Practical work	- subject of evaluation: - originality and invention of the design, idea of the design, artistic and graphic processing, proof of typological and technical or other knowledge, demonstrating spatial imaging skills...	
	Total of practical part:		max.60points
b	Oral part	- subject of evaluation: -defense of practical work.....	10 points
		- the composition and quality of the presented portfolio of studio works from the previous study.....	20 points
		- evaluation of the study results of the previous education.....	10 points
	Total of oral part		max. 40points
Toatal of practical and oral part (a+b)			100 points

► Study Field : **Art**

Study program : **Design**
Degree of study : **second**
Form of study : **full time**
Standard time of study: **2 years**
Academic title after graduation: **Mgr. art.**

• **Form and general content of the admission exam (SP Design)**

FAD STU will send a written invitation to applicants at least 2 weeks before the start of the entrance exams for master studies either by a registered mail or by email to the address specified in the application form. The invitation will provide the applicant with the details of the entrance exam (portfolio content, information on the date, place and time of the exam). **All applicants for master studies are obliged to submit not later than 17 June 2023 by 11:59 p.m. a mandatory pdf summary portfolio of their studio works as an electronic attachment to their application.**

The aim of the admission exam is to check the creative abilities and prerequisites of the applicant to study in the chosen master study program. **The test is talent-based and consists of a practical and an oral part.** It is non-anonymous. **In the practical part,** the applicant must demonstrate the required degree of creativity, invention and logical ability to solve the creative tasks of the field using the abilities and skills acquired in the bachelor's degree, corresponding to the requirements of the field of study. **The oral part** of the exam is aimed at evaluating the candidate in terms of his argumentative ability to factually and convincingly justify the solution to the assigned task and works from the portfolio. The applicant documents previous studies with **a list of completed subjects and a portfolio of studio and other school works from the period of study.**

a) **Practical part of the exam (practical work)** - preparation of a proposal on the given topic with regard to the chosen study program, in which the creative and technical skills acquired in the bachelor's or Master degree studies are synthetised while a strong emphasis is put on inventiveness.

b) **Oral part of the exam and portfolio** - defense of the practical work, quality of discussion of the works in the portfolio and evaluation of the content and results of the previous study.

- **Method of verifying the fulfilment of the conditions of the entrance examination (SP Design)**

Verification of the fulfillment of conditions and success in the entrance exam is carried out by commission evaluation of individual parts of the exam. Evaluation committees consist at least of three members (chairman + at least 2 other members), appointed by the dean of FAD STU. In the individual parts of the entrance exam, the applicant can be evaluated with the following points:

a	Practical part Practical work	- subject of evaluation: - originality, design invention, design idea, creative and graphic processing, creative intention, ergonomics, demonstration of typological and technical or other knowledge, demonstration of spatial imaging skills...	
	Total of practical part:		max.60 points
b	Oral part	- subject of evaluation: -defense of practical work.....	10 points
		- the composition and quality of the presented portfolio of studio works from the previous study.....	20 points
		- evaluation of the study results of the previous education.....	10 points
	Total of oral part		max.40 points
Toatal of practical and oral part (a+b)			100 points

B.2 Verifications of fulfillment of another condition according to A.2./b)

Documenting the payment of the fee for the material supply of the admission procedure - it is submitted in the form of an electronic attachment to the application in pdf format.

C. Closing provisions for all study programs

C.1 Methods of evaluation of the admission examination

The evaluation of the results of the admission exam is done by commissions appointed by the dean of FAD STU in accordance with applicable regulations. Each evaluation committee has at least three members.

The evaluation of the results of the admission exam takes place in the form of point evaluation of individual parts of the exam. The results of the admission exam are determined by the sum of the points obtained from the individual parts of the admission exam. On this basis, a list of applicants is created (starting with the applicant with the highest number of points in descending order), which creates a qualitative ranking of the applicants. The results of activities beyond the scope of previous university studies are not taken into account in the admission process.

C.2 Tuition and study-related fees

Tuition fees and fees associated with studies in master's and engineering study programs taught in Slovak and English at the Faculty of Architecture and Design of STU are governed by Rector's Directive 5/2022-SR, Tuition fees and fees associated with studies at the Slovak University of Technology in Bratislava for the academic year 2023/2024.

C.3 Publication of results

The results will be published on the website of the Faculty of Architecture and Design of STU. The applicant will find out the total number of points he achieved on the entrance exam after entering his social security number at the address:

http://is.stuba.sk/prijimacky/verejne_vysledky.pl?lang=sk.

C.4 Conclusion of the admission process

The date of the meeting of the admissions committee (June 28, 2023) is in accordance with § 58 par. 7 of Act no. 131/2002 Coll. on universities by the date of verification of fulfillment of other conditions for admission.

- **Applicants who have met all conditions for admission**, i.e. those who were successful in the admission exam and have documented fulfillment of the basic condition, will be sent the dean's decision on the result of the admission procedure (admission to study) within 30 days from the date of the meeting of the admission committee.
- **Applicants who have passed the admission exam but have not fulfilled the basic prerequisite** will be sent the dean's decision on conditional admission to study (conditional admission to study) within 30 days from the date of the meeting of the admission committee, stating that the applicant is obliged to prove that the missing prerequisite is fulfilled not later than on the day designated for study enrollment.
- **Applicants who failed the entrance exam**, will be sent the dean's decision on the result of the admission procedure (non-admission to study due to failure to meet the prerequisites).

An unsuccessful applicant can submit a written request to the dean of FAD STU to review the decision on the result of the admission procedure within 8 days from the date of its delivery. The application is to be submitted to the address:

**Fakulta architektúry a dizajnu STU,
Študijné oddelenie,
Námestie slobody 19,
812 45 Bratislava.**

The number of accepted applicants is based on the planned number after taking into account the qualitative criteria of the entrance exam, while the last applicant who passed the entrance exam must obtain at least 75 points, i.e. j. 75.00% of the total number of 100 points. Applicants who have demonstrated the highest degree of ability to study and have obtained a higher number of points (after meeting all conditions for admission) are admitted to study. After evaluating the overall results of the admission exam, the dean of the Faculty can accept a larger number of applicants than planned, provided that the applicants meet the qualitative criteria, i.e. j. obtaining min. 75 points.

Information on the admission procedure and other admission conditions for the study of engineering and master's study programs for the academic year 2023/2024 were discussed and approved by the Academic Senate of FAD STU in Bratislava on 02/23/2023.

Bratislava, February 23, 2023

Ing. Michal Brašeň, ArtD.
FAD STU Academic Senat Chairman

doc. Ing. arch. Branislav Puškár, PhD.
FAD STU Dean

Ing. arch. Michal Czafík, PhD.
Vice - Dean for Education