

The Rules for Admission Procedure and Conditions for Admission to Study in the follow-up Master Study at the Faculty of Mining and Geology at VSB - Technical University of Ostrava for the academic year 2020/2021

The Dean of the Faculty of Mining and Geology (FMG) announces the admission procedure for the following academic year 2020/2021 for these follow-up Master degree programmes/fields of study at the consulting centres Ostrava and Most..

Follow-up Master degree programmes/fields of study

Consultation centre Ostrava

- **Mining Surveying** - field of study (instruction in the Czech language) in the full-time or combined form of study, included in the degree programme Geodesy and Cartography;
- **Economics and Management in the Field of Raw Materials** - field of study (instruction in the Czech language) in the full-time or combined form of study, included in the degree programme Mineral Raw Materials;
- **Geoinformatics** - field of study (instruction in the Czech or English language) in the full-time form of study, included in the degree programme Geodesy, Cartography and Geoinformatics;
- **Geological Engineering** - field of study (instruction in the Czech or English language) in the full-time or combined form of study, included in the degree programme Geological Engineering;
- **Engineering Geodesy** - field of study (instruction in the Czech language) in the full-time or combined form of study, included in the degree programme Geodesy and Cartography;
- **Water Technologies and Water Management** - field of study (instruction in the Czech language) in the full-time or combined form of study, included in the degree programme Mineral Raw Materials;
- **Waste Treatment and Disposal** - degree programme (instruction in the Czech language) in the full-time or combined form of study, included in the degree programme Mineral Raw Materials
- **Mining of Mineral Resources** - degree programme (instruction in the Czech or English language) in the full-time (instruction in the Czech language) or combined form of study;

Consultation centre Most

- **Economics and Management in the Field of Raw Materials** field of study (instruction in the Czech language) in the combined form of study, included in the degree programme Mineral Raw Materials;
- **Mining of Mineral Resources** - degree programme (instruction in the Czech language) in the combined form of study;
- **Waste Treatment and Disposal** – field of study (instruction in the Czech language) in the combined form of study, included in the degree programme Mineral Raw Materials

The Faculty of Mining and Geology also offers the study to candidates with specific needs. If interested, please contact the study office: studijni.hgf@vsb.cz.

For degree programmes taught in English, a fee is payable in accordance with Section 58 (5) of Act No. 111/1998 Coll. on Higher Education Institutions and on amending and supplementing certain acts (the Higher Education Act), **as amended**, amounting to **EUR 4,000 per the academic year**. For degree programmes taught in the Czech language, the above fee associated with study at the Faculty of Mining and Geology does not apply.

The manner and conditions of submitting the application for the follow-up Master study

In order to submit an application for the follow-up Master study, the candidate must meet the following conditions by **31 March 2020**:

- Submit an electronic application form at <http://uchazec.vsb.cz>. It is not necessary to print or send the application to VSB-TUO.
- Enter the arithmetic mean (rounded to 2 decimal places) of the results from the first to the last but one semester of the previous university (usually Bachelor) study, in the case of foreigners, including a possible conversion to the Czech grading. If the candidate has already acquired a university degree and the diploma supplement, he/she attach both of these documents.
- The condition for submitting an application for the combined study is a professional experience (full-time employment) of at least 3 years.
- The condition for submitting the application for the follow-up Master degree programme **Engineering Geodesy** and **Mining Surveying** is the previous study in the degree programme Geodesy and Cartography. Similarity of the degree programme or field of study will be assessed by the degree programme guarantor.
- The condition for submitting an application for the follow-up Master study of the **Mining of Mineral Resources** is the previous study of subjects focused on: the problems of mining of mineral resources; geology; problems of rock or soil mechanics; problems of safety. Similarity of the degree programme or field of study will be assessed by the degree programme guarantor.
- Pay an administrative fee of **CZK 500** for the admission procedure. The fee is non-refundable at any stage of the admission procedure. This fee must be paid immediately after submission of the application, but no later than by March 31, 2020 for the first round. An unpaid fee makes the application invalid. Both the payer's bank and the payee's bank fees are charged to the payer's account (as instructions for fees in the case of payments through the SWIFT interbank network, OUR payment type must be entered).

Send the administrative fee to the account:

- Account name: Vysoká škola báňská – Technická univerzita Ostrava (VSB – Technical University of Ostrava)
- Account number: 100954151/0300
- Variable symbol: **will be generated by the system at the end of the application**
- Constant symbol: 0558
- Bank: ČSOB, a. s., branch Ostrava-Poruba, Hlavní třída 703, 708 39 Ostrava-Poruba
- Data for making the payment from abroad:
 - IBAN: CZ51 0300 0000 0001 0095 4151
 - BIC (SWIFT) code: CEKOCZPP
- Instructions for fees in the case of payments through the SWIFT interbank network: OUR

If these conditions are not met, the application will be excluded from the admission procedure.

The Faculty does not require a certificate of medical fitness. However, for some degree programmes, a certificate of medical fitness to complete some subjects them may be required during the studies.

Candidates whose application has fulfilled the conditions for submitting the application must also submit the following documents in the form of electronic application attachment by 10 July 2020 (by 31 March 2020 for programmes in English):

- **diploma of higher education** (usually Bachelor's degree),
- diploma supplement
- **proof of recognition of foreign higher education in the Czech Republic** (recognition; <https://www.vsb.cz/cs/o-univerzite/sluzby/uznavanizahranicniho-vzdelani/>) if education was achieved abroad (does not apply to equivalent documents, e.g. from the Slovak Republic),
- **language certificate.** The candidate is obliged to demonstrate the ability to study in the selected language. In the case of study in Czech, it is sufficient to prove the university education completed in Czech or Slovak language, otherwise the candidate must submit a certificate proving the Czech language skills at the B1 level (<http://www.vsb.cz/712/cs/cestina-pro-izizince/>). In the case of study in English, it is sufficient to prove the university education completed in English, otherwise the candidate must submit a certificate demonstrating the English language skills at B1 level (e.g. TOEFL or IELTS). In cases worthy of special consideration, the Dean may waive this examination.
- In the combined form of study incl. evidence of a **structured CV** showing the necessary 3-year professional experience (full-time employment).

All required documents must be scanned or photographed in clearly legible quality and contain all pages.

Only candidates who have successfully completed a university degree in the same or a related programme may be admitted to a follow-up Master programme. Similarity will be assessed primarily according to the inclusion of the degree programme in the prevailing area of education or classification of education according to ISCED-F. In other cases, the similarity of the programme will be assessed by the guarantor, who may recommend to the Dean that the candidate should not be admitted in the event that the programme is not related.

A prerequisite for admission is also previous completion of mathematics in the scope of a Bachelor study. If this condition is not fulfilled, the candidate must pass the entrance examination in mathematics.

Candidates are invited to these entrance examinations in writing by a letter sent to the address given in the application form or through the information system. The invitation must be sent at least 10 days before the specific date of the admission test.

Entrance examinations take place in one day. In the first round of the admission procedure, the deadline for the entrance examination for the follow-up Master degree programmes/fields of study at the Faculty of Mining and Geology in full-time and combination study, held in Ostrava and the Institute of Combined Studies Most, is set for **8 June 2020**. The alternative date is **15 June 2020**.

In the second round of the admission procedure, the deadline for entrance examinations is set at **25 August 2020**. The alternative deadline is **8 September 2020**.

The entrance examinations will take place at the VSB - Technical University of Ostrava (17. listopadu 15, 708 33 Ostrava-Poruba) and at the Institute of Combined Studies Most, Budovatelů 2532, 434 01 Most.

If the candidate fails to attend the entrance examinations without apology or if his/her apology is not accepted by the Dean of the Faculty, he/she will not be admitted to the study.

If the apology is accepted by the Dean of the Faculty, the candidate shall be notified of the alternative date of the entrance examinations. She may not attend the entrance examinations. **The candidates exempted from the entrance examinations do not have to attend the entrance examinations.**

The results of the entrance examinations will be published on the faculty website no later than 3 days after the date of the examinations.

The entrance examinations will be automatically waived by the Dean of the faculty for candidates who have completed mathematics in their previous Bachelor study.

Entrance test in mathematics

The test has a total of 10 examples. For each example, the candidate shall indicate one of the four possible answers.

Evaluation method: 0 ÷ 10 marks per example, i.e. 0 ÷ **100** marks for the test.

The minimum number of marks for passing the entrance test in mathematics is 20 marks.

The candidate has 90 minutes to complete the test. Writing aids and mathematical-physical tables are allowed.

Examples of the admission test are composed of the following topics:

- solving equations and inequations,
- definition domains of functions of one variable,
- graphs and properties of functions of one variable,
- planimetry and stereometry,
- matrices and determinants,
- systems of linear algebraic equations,
- differential calculus of functions of one variable,
- integral calculus of functions of one variable.

The conditions and evaluation of the entrance examination, including sample examples, are available at <https://www.hgf.vsb.cz/cs/uchazeci/prijimaci-rizeni/>.

If the limit number of degree programmes/fields of study is not reached, the Dean will announce the **second round** of the admission procedure. The deadline for submitting the application for this round is **10 August 2020**. In the event of failure to complete the second round, further rounds of the admission procedure may be announced.

If the limit number of candidates for a degree programme/field of study is exceeded, the faculty reserves the right to offer another degree programme/field of study where the limit number of candidates has not been reached yet.

Applicants who have duly submitted an application with all the required documents will be admitted on the basis of number of marks $NM = (4-X) \times 30$, where X is the arithmetic mean of the on-going results of the documented study. The candidates will be ranked according to the number of marks NM and the candidates will be admitted from the highest value up to the maximum number of admitted students of the given degree programme (or field of study).

The Dean of the Faculty of Mining and Geology at VSB-TUO decides on admission to the degree programme.

If the candidate has given his/her consent, the admission decision will be sent to him/her via the information system within 30 days of the verification of the conditions for admission to study, no later than **15 July 2020**.

The decision to refuse to study will be made in writing and delivered to the candidate. Candidates whose residence is unknown shall be served by posting the decision on the notice board.

In order to decide on admission to study, the ranking of candidates is compiled according to the achieved total score from the previous study and from the results of the entrance examination (see Appendix 2).

The candidate who has been exempted from the entrance examinations or who has simultaneously achieved the minimum number of marks from the entrance examinations has fulfilled the conditions for admission to study.

The candidate who was placed in the order in which he/she has exceeded the expected maximum number of the candidates admitted to the degree programme/field of study is not admitted to the study for a large number of candidates eligible for admission.

If a higher number of candidates has the same score as the last admitted candidate, which complies with the maximum number of the admitted candidates, all candidates will be admitted.

Enrolments in the study will take place in July, August and September 2020 and specific instructions for enrolment in each degree programme will be published on the faculty website <https://www.hgf.vsb.cz/cs/uchazeci/prijimaci-rizeni/>.

If not all of the admitted candidates appear for enrolment and the expected number of enrolments is not achieved in the degree programme, candidates who have met the admission requirements and have not been admitted for a large number of candidates will be offered the possibility of additional admission after enrolment. If there are more such candidates than the number of places, the additional admission offer will be made in descending order of the number of marks achieved in the admission procedure.

The candidate has the right to inspect all the materials that are relevant for the decision on his/her admission to study at the Study Department during office hours and within 15 days from the date of receipt of the notification of the result of the admission procedure. No duplicates or copies of these materials are provided.

The candidate may appeal against the decision within 30 days from the date of its notification. The organ of appeal is the Rector. The submission of a written appeal is governed by Section 50 of Act No. 111/1998 Coll., on Higher Education Institutions and the amendment to other acts (the Higher Education Act), as amended.

The admission procedure is closed on **30 October 2020**.

Within 15 days after the end of the admission procedure, the faculty will publish on the web portal of the faculty (<http://www.hgf.vsb.cz>) a report on the course and results of the admission procedure pursuant to Section 50 (9) of Act No. 111/1998 Coll. on Higher Education and on Amendments to Other Acts (Higher Education Act), as amended.

These Rules for Admission Procedure and the Conditions of Admission to the Follow-up Master Study at the Faculty of Mining and Geology of VSB - Technical University of Ostrava for the academic year 2020/2021 were approved in accordance with Section 27 (1) (e) of

Act No. 111/1998 Coll., on Higher Education Institutions and on amendment to other acts (the Higher Education Act), as amended, by the Academic Senate of the Mining and Geological Faculty of the Mining University - Technical University of Ostrava on 27. 11. 2019.

Ostrava, 27. 11. 2019

prof. Ing. Vladimír Slivka, CSc., dr.h.c.
Dean of the Faculty of Mining and Geology

Appendix 1.

Limit number of admitted candidates for follow-up Master degree programmes/fields of study at the Faculty of Mining and Geology for the academic year 2020/2021

Degree programme:	Field of study:	Limit numbers of admitted candidates 2020/2021			
		full-time study	combined study Ostrava	combined study Most	sum for the degree programme
Mining of Mineral Resources		25	25	35	85
Geodesy, Cartography and Geoinformatics					30
	Geoinformatics	30	-	-	
Geodesy and Cartography					130
	Mining Surveying	15	15	-	
	Engineering Geodesy	65	35	-	
Geological Engineering					55
	Geological Engineering	35	20	-	
Mineral Raw Materials					315
	Economics and Management in the Field of Raw Materials	60	35	55	
	Water Technologies and Water Management	35	25	-	
	Waste Treatment and Disposal	40	30	35	

Limit number of admitted candidates for follow-up Master degree programs/fields of study at the Faculty of Mining and Geology for the academic year 2020/2021 accredited in a foreign language

Degree programme:	Field of study:	Limit numbers of admitted candidates 2020/2021			
		full-time study	combined study Ostrava	combined study Most	sum for the degree programme
Mining of Mineral Resources		12	-	-	12
Geodesy, Cartography and Geoinformatics					12
	Geoinformatics	12	-	-	
Geological Engineering					20
	Geological Engineering	20	-	-	

Appendix 2

Determination of the order of candidates to study

Method of determining points for the evaluation of the study average of the achieved study and the value of the arithmetic mean (rounded to 2 decimal places) of the results from the first to the last but one semester.

$$\text{MARKS FOR AVERAGE} = 30(4-X),$$

where X is the arithmetic mean of the study results (rounded to 2 decimal places) from the results from the first to the last but one semester.

Method of determining marks for the evaluation of the entrance test results in mathematics

MARKS FOR THE ENTRANCE EXAMINATION IN MATHEMATICS = 0 - 100

Total max. 100 marks; min. 20 marks

TOTAL MARKS = AVERAGE MARKS + ENTRANCE EXAMINATION MARKS

Note: Marks will be rounded to 2 decimal places