

ADMISSION PROCEDURE FOR THE ACADEMIC YEAR 2023/2024

FACULTY OF NATURAL SCIENCES UCM NÁM. J. HERDU 2, 917 01 TRNAVA

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Accredited study programmes - language of instruction Slovak:

	FS form of study	D degree	Y years of study	EN expect. num. of accept. applicants
The single-subject bachelor's studies				
applied biology	D	B.A.	3	50
applied informatics	D, E	B.A.	3,4*	80/50
biotechnology	D	B.A.	3	50
chemistry	D	B.A.	3	50
protection and restoration of the environment	D	B.A.	3	50
The single-subject bachelor's studies – professionally oriented study				
applied analytical chemistry	D	B.A.	4	20
The single-subject master's studies (engineer)				
environmental engineering	D	M.S.	2	20
The single-subject master's studies				
applied biology	D	M.A.	2	30
applied informatics	D	M.A.	2	30
applied chemistry	D	M.A.	2	30
biotechnology	D	M.A.	2	30
Doctoral studies				
applied analytical and bioanalytical chemistry	D, E	PhD.	4, 5	
biotechnology	D, E	PhD.	4, 5	

Accredited study programmes - language of instruction English

	FS form of study	D degree	Y years of study	EN expect. num. of accept. applicants
The single-subject bachelor's studies biotechnology	D	B.A.	3	20
The single-subject master's studies biotechnology	D	M.A.	2	20

Doctoral studies

biotechnology

D, E PhD. 4,5

Rigorous procedure

applied biology
applied chemistry
applied informatics
biotechnology

*in accordance with the provisions of the amendment to the Higher Education Act (No. 137/2022 Coll.), the duration of external study will be shortened during the year

The daily form of study is based on the attendance method. Regarding the external study, the same methods are used as for daily students.

Application deadline:	Bachelor and Master study programmes	until 30 April 2023 (1. round) until 20 August 2023 (2. round) – for accredited study programmes, language of instruction Slovak
	Doctoral study programmes	until 16 June 2023
	Rigorous procedure	deadline (fall) until 1 November 2023 Deadline (spring) until 1 April 2024

The date of the entrance examination:

without entrance examination

Deadline for the PhD selection procedure:

until **30 June 2023**

Admission fee:

Submitting an application in printed form (hard copy): 35 € bachelor, master, doctoral studies

Submitting an electronic application

30 € bachelor, master, doctoral studies

The application can be submitted:

- a) via mail to the address: Študijné oddelenie FPV UCM v Trnave, Nám. Jozefa Herdu 2, 917 01, Trnava
b) in person: at the Filing office at UCM Trnava (Nám. Jozefa Herdu 2, 917 01, Trnava)
c) electronically: <https://www.ucm.sk/sk/elektronicka-prihlaska/>

Note: the completed electronic application must be printed with attachments, signed and sent to the faculty's address together with the required documents by mail: Študijné oddelenie FPV UCM v Trnave, Nám. J. Herdu 2, 917 01, Trnava, or bring in person.

Bank: Štátna pokladnica
Variable symbol: 12307
Constant symbol: 0308
Specific symbol: applicant's personal number without a slash
IBAN: SK59 8180 0000 0070 0007 1919
SWIFT: SPSRSKBAXXX

The fee must be paid exclusively by bank transfer.

Tuition fees for external study programmes:

On the basis of the measure of the Ministry of Education, Science, Research and Sport of the Slovak Republic, which determines the amount of the maximum annual tuition fee for the academic year 2023/2024 for study programmes in external form of study conducted at public universities and state universities, which came into force on the day of the announcement, the rector of the UCM in Trnava, on the proposal of the dean of the FPV UCM in Trnava, sets the tuition fees in the above study programmes in the external form of study as follows:

- Bachelor's study programmes:
- **800 € / year** (three-year study programmes)
- **600 € / year** (four-year study programmes) *

*in accordance with the provisions of the amendment to the Higher Education Act (No. 137/2022 Coll.), the duration of external study will be shortened during the year

- Doctoral studies:
- **800 € / year** (five-year study programmes)

Fee for rigorous procedure: **500€**

Annual tuition fees for a secondary education programme conducted exclusively in a language other than the official language (the obligation to pay tuition fees arises only if a public university in the academic year in which the student began studying this study programme accepted students for studies in the same field of study and degree in the study programme that is also carried out in the official language): **€1,000**

Annual tuition fee for a secondary education course conducted exclusively in a language other than the official language for a student who is not a citizen of a member state, nor does he have permanent residence in a member state: **€2,500**

Admission criteria for bachelor's studies

The basic condition for admission to a bachelor's study programme is the acquisition of a complete secondary education or a complete secondary professional education (§ 56 paragraph 1 of Act No. 131/2002 Coll. on Universities and on Amendments to Certain Acts).

The admission procedure takes place without an entrance examination. An applicant's admission to a bachelor's study programme is determined by the information on the course of study at the secondary school. In determining the score, the following is considered simultaneously:

- academic average at secondary school without matriculation exam,
- matriculation exam result.

The study application must contain:

- **curriculum vitae**,
- **proof of payment of the fee** for the admission procedure,
- **high school report cards and graduation certificate**.

An applicant who graduates in the school year 2022/2023 writes the grades from the end-of-year reports for the 1st - 3rd year in the application (in the case of a five-year study, he writes the grades for the 2nd - 4th year) and will have them confirmed by the high school. The certificate from the 4th grade (5th grade) and the matriculation certificate officially verified (by a registrar/notary) will be delivered by the applicant to the faculty no later than **June 12, 2023**.

An applicant who graduated before the 2022/2023 school year writes the grades from the end-of-year reports for the 1st - 4th year (in the case of a five-year study, he writes the grades for the 2nd - 5th year) and the graduation certificate in the application. The applicant delivers the report cards for the 1st - 4th year (2nd - 5th year) and the graduation certificate officially verified (by a registrar/notary) to the faculty no later than **June 12, 2023**.

Admission criteria for master's studies

The basic condition for admission to study a second-degree study programme is completion of a first-degree study programme (according to § 56 paragraph 2 of Act No. 131/2002 Coll. on Universities and on Amendments and Supplements to Certain Acts).

When being admitted to the chosen study programme, the fact is taken into account whether the applicant completed the study programme at FPV UCM in Trnava or at another university of a related field. The result of the bachelor's study is evaluated during admission to the master's study programme. Regarding applicants from other faculties and completing bachelor's studies in related fields, the composition of completed subjects in the first-degree study is also evaluated. When being admitted to the master's degree programme in applied biology, it is recommended that a student complete the subjects molecular biology and microbiology at the bachelor's level of study. In the case of completing a bachelor's degree in a related field, the FPV admissions committee may require admission exams.

The study application must contain:

- **curriculum vitae**,
- **proof of payment of the fee** for the admission procedure,
- **university diploma** officially verified (registry/notary),
- **state examination certificate** officially verified (registry/notary),
- **diploma supplement** officially verified (registry/notary).

An applicant who **will take the state final exam of the first-degree** university studies **in the academic year 2022/2023** and does not have a diploma issued by the date of the admission procedure, must provide a certificate of study and a certified statement of completed study subjects.

The applicant, who is a **graduate of the FPV UCM in Trnava**, submits unverified photocopies of the diploma, state examination certificate, and a diploma supplement.

For an applicant who **is a student of FPV UCM in Trnava** and **will take the state final exam of the first degree** of university studies **in the academic year 2022/2023**, the faculty (study department) will provide documents on the completion of the studies.

Admission criteria for master's studies (engineer)

The basic condition for admission to study a second-degree study programme is completion of a first-degree study programme (according to § 56 paragraph 2 of Act No. 131/2002 Coll. on Universities and on Amendments and Supplements to Certain Acts).

When being admitted to the chosen study programme, the fact is taken into account whether the applicant completed the study programme at FPV UCM in Trnava or at another university of a related field. Regarding applicants from other faculties and completing bachelor's studies in related fields, the composition of completed subjects in the first-degree study is also evaluated.

The study application must contain:

- curriculum vitae,
- **proof of payment of the fee** for the admission procedure,
- **university diploma** officially verified (registry/notary),
- **state examination certificate** officially verified (registry/notary),
- **diploma supplement** officially verified (registry/notary).

An applicant who **will take the state final exam of the first-degree** university studies **in the academic year 2022/2023** and does not have a diploma issued by the date of the admission procedure, must provide a proof of bachelor's degree and a certified statement of completed study subjects.

The applicant, who is a **graduate of the FPV UCM in Trnava**, submits unverified photocopies of the diploma, state examination certificate, and a diploma supplement.

For an applicant who **is a student of FPV UCM in Trnava** and **will take the state final exam of the first degree** of university studies **in the academic year 2022/2023**, the faculty (study department) will provide documents on the completion of the studies.

Admission criteria for doctoral studies

The basic condition for admission to doctoral studies is completion of a second-degree study programme (according to § 56 paragraph 3 of Act No. 131/2002 Coll. on Universities and on Amendments and Supplements to Certain Acts).

Graduates of domestic or international universities can apply for admission to study if they have completed master's studies or master's studies (engineer).

The study application must contain:

- **university diploma** officially verified (registry/notary) in the same or related field and program,

- **certificate of state examination** officially verified (registry/notary),
- a brief **CV** together with a list of published and unpublished works,
- **framework project on the topic of the dissertation**,
- **proof of completed internship** (not mandatory),
- **proof of payment of the admission fee**.

The applicant, who is a **graduate of the FPV UCM in Trnava**, submits unverified photocopies of the diploma, state examination certificate, and a diploma supplement.

Applicants apply for listed topics, which are published on the faculty's website. When being admitted to doctoral studies, there will be an admission interview, which takes place in the form of an interview, where the applicant presents his motives, the project on the topic of the dissertation and prerequisites for study, as well as knowledge of a foreign language. The applicant becomes a student of doctoral studies after successfully completing the selection process and after enrolling in doctoral studies based on the admission decree of the dean of the faculty.

Admission criteria for foreign students they are the same as for applicants from the Slovak Republic. The condition for admission of foreign students to a study programme conducted in the Slovak language is knowledge of the Slovak language at a level that enables studies in the Slovak language. An applicant who is matriculating or has matriculated from a secondary school abroad is obliged to apply for the equivalence of documents according to the instructions of the Ministry of Education, Science, Research and Sport of the Slovak Republic.

General information about the admission procedure

Applicants can apply for several study programmes. The applicant indicates only one study programme per application. The fee is paid by the applicant for each submitted application.

The documents attached to the application will not be returned to the applicant, as they are a part of the student's documents.

We do not require a certificate of medical fitness.

If a small number of applicants apply for a certain study programme, the faculty reserves the right not to open this study programme.

The decision on the result of the admission procedure will be delivered to the applicant in writing.

Special educational needs coordinator:

RNDr. Vanda Adamcová, PhD.

e-mail: vanda.adamcova@ucm.sk

The admission conditions for academical year 2023/2024 were approved by AS FPV UCM on 27.09.2022.

Trnava, 27.09.2022.

doc. RNDr. Iveta Dirgová Luptáková, PhD.
Dean of FPV UCM in Trnava