

The Dean of the Faculty of Mechanical Engineering of the Slovak University of Technology in Bratislava, in accordance with Article 5 of the Statute of the Faculty of Mechanical Engineering of the Slovak University of Technology in Bratislava as amended by Appendices 1 to 3 and in accordance with Article 4 of the Internal Regulation of the STU No. 5/2013 Rules and Conditions of Admission to Study Programmes of the First, Second and Third Degree of the Slovak University of Technology in Bratislava as amended by Appendix No. 1 (hereinafter referred to as "Rules and Conditions of Admission to the STU") after approval by the Academic Senate of the STU on 14 June 2022 and changes incorporated in accordance with Section 108(e)(3) in conjunction with Section 56(2) of the Act No. 131/2002 Coll. on Higher Education and on changes and supplementation to certain acts, as amended by the Act No. 137/2022 Coll. on Higher Education (hereinafter referred to as "the Act"), hereby issues the following

full wording of the Internal Regulation:

**ADDITIONAL CONDITIONS OF ADMISSION TO BACHELOR AND MASTER STUDY
PROGRAMMES AT THE FACULTY OF MECHANICAL ENGINEERING OF THE UNIVERSITY OF
TECHNOLOGY IN BRATISLAVA
FOR THE ACADEMIC YEAR 2023-2024**

Art. 1

Admission to Bachelor Study Programmes

1. All applicants for studies will be included in the admission procedure for the first year of the full-time form of the first degree of higher education (hereinafter referred to as the "Bachelor degree"). The maximum number of applicants whom the Faculty of Mechanical Engineering of the Slovak University of Technology in Bratislava (hereinafter referred to as "the Faculty of Mechanical Engineering" or "the Faculty") plans to admit in the academic year 2023/2024 to the full-time form of study of accredited study programmes within the Bachelor degree of study is 500.
2. The number of applicants that the Faculty plans to admit to study the relevant study programme will be published in accordance with Section 57(5) of the Act.
3. The fee for material support of the admission procedure (Section 92(12) of the Act) is determined by Annex No.1 to the Rector's Directive No. 5/2022-SR Tuition and Fees Associated with Study at the Slovak University of Technology in Bratislava for the academic year 2023/2024. The deadline for accepting applications is 31 March 2023. The Dean of the Faculty may announce further rounds of the admission procedure.
4. A prerequisite for admission to the Bachelor degree for applicants who have obtained a complete secondary education or a complete secondary vocational education at a recognised educational institution based outside the territory of the Slovak and Czech Republic, is that the compulsory document of acquired education submitted must be recognised as equivalent to the certificate of education issued by a recognised educational institution in the Slovak Republic (recognition of documents for the purpose of continuation in studies under Act. No. 422/2015 Coll. on the Recognition of Certificates of Education and on the Recognition of Professional Qualifications and on changes and supplementation to certain acts).
5. Applicants for the professionally oriented Bachelor study programme "Technician of Transport and Production Technology Operation" will participate in the admission procedure consisting of interviews with representatives of the companies who have declared their interest in providing a company scholarship to successful applicants for the study of the above-mentioned professionally oriented Bachelor study programme "Technician of Transport and Production Technology Operation" at the Faculty of Mechanical Engineering.
6. The following conditions constitute a prerequisite for foreign applicants aiming to study the Bachelor degree programmes in the Slovak language or applicants to study the Bachelor degree programmes in the English language:
a/ In order to be enrolled in the respective study programme, foreign applicants applying for the 3 and 4-year Bachelor degree programmes in the Slovak language who have not passed the school-leaving examination ("maturita") in the Slovak or Czech language, or have not completed previous studies in the Slovak or Czech language, are expected to submit a certificate of Slovak language proficiency at least at B1 level according to the SEER no later than on the

date of the Admissions Committee's meeting.

b/ Applicants for studies in English shall submit a certificate of English language proficiency of at least B1 level according to TOEFL or IELTS scales, or a certificate of completion of secondary school studies with English as the language of instruction (bilingual grammar schools, foreign secondary schools) no later than on the date of the Admissions Committee's meeting.

7. Each applicant for a Bachelor studies may apply for a maximum of three study programmes.

8. If a study programme does not open, the applicant's application will be transferred to the study programme he/she has indicated as his/her next choice.

9. If the interest in a study programme exceeds the number of applicants that the Faculty plans to admit to the study programme concerned, the number of points obtained by the applicant for studies at their secondary school, according to Article 2 of these additional conditions, shall determine the admission. Applicants who meet the admission requirements but exceed the planned number of applicants to be admitted to the relevant study programme will have their application transferred to the study programme they have indicated as their next choice.

10. Depending on the number of applicants and the results of the admission procedure, the Dean of the Faculty may decide to conduct additional rounds of the admission procedure. Further rounds of the admission procedure shall be governed by these additional conditions of admission to the study of Bachelor study programmes at the Faculty of Mechanical Engineering.

Art. 2

Evaluation of the Admission Procedure for the Study of Bachelor Study Programmes

1. The professional competence of applicants for the Bachelor degree is assessed on the basis of the study results achieved at their secondary school, which are supported by relevant documents, and/or other achievements demonstrating the applicants' professional competence. The applicants' results of studies and activities at secondary school will be evaluated using a scoring system. The scoring system shall include: the academic average of the grades in all graded subjects in the second term of the last year of their secondary school studies, the final average of the grades in the subjects in the final examination, the Mathematics grade in the final examination, and participation in secondary school competitions in the relevant field of study.

2. For the academic average of all graded subjects in the second term of the last year of study at the secondary school, the applicant may receive a maximum of 40 points for an average of 1.00; the number of points awarded decreases linearly to a minimum of 0 points for an average of 3.0.

3. For the final average of grades in the school-leaving examination, the applicant may obtain a maximum of 20 points for an average of 1.00; the number of points awarded decreases linearly to a minimum value of 0 points for an average of 3.0.

4. An applicant who has graduated in Mathematics and achieved grade 1 in the internal part of the mathematics school-leaving exam will be given an advantage by adding 40 points, with the number of points awarded decreasing linearly to a minimum of 0 points for the grade of 4.

5. An applicant who has participated in secondary school competitions in a field relevant to the chosen study programme at the Faculty will be favoured by adding a maximum of 5 points.

6. The Dean of the Faculty shall establish an Admissions Committee to assess the eligibility of applicants for the Bachelor study programmes.

7. Applicants who have fulfilled the conditions for admission to study, but exceed the planned quota of applicants admitted to the relevant study programme, or the study programme to which they have applied has not been opened and they have not indicated in their application other study programmes for which they are applying as alternative choices, shall be offered by the Faculty to study a related study programme in the same field of study.

Art.2a

Admission to Bachelor Study Programmes of applicants who have been granted Asylum, Subsidiary

Protection or Temporary Refuge

1. An applicant for a first-degree (undergraduate) programme who has been granted asylum, subsidiary protection or temporary refuge pursuant to Section 56(1)(a), who is unable to prove fulfilment of the basic admission condition pursuant to Article 1(4) of these additional conditions by a document equivalent to a school-leaving examination certificate issued in the Slovak Republic, may prove fulfilment of the condition pursuant to Article 1(4) by means of a sworn statement, a specimen of which is attached as Annex 1 to these additional conditions, and by means of a test of general academic aptitude (hereinafter referred to as the "GAA test"), for example, the SCIO certificate.
2. The condition of the general academic aptitude demonstrated by the test referred to in paragraph 1 of this Article is fulfilled if the pass rate of the GAA test is at least 50 %, if the GAA test consists of several parts, the pass rate of each part is at least 50 %; in the case of the SCIO certificate, the percentile of each part of the GAA test is at least 50.
3. Applicants who fail to meet the specified conditions for admission will not be admitted to study Bachelor study programmes at the Faculty of Mechanical Engineering.
4. In order to prove the fulfilment of the basic conditions of admission and other conditions of admission pursuant to paragraphs 1 and 2 of this Article, the applicant for the study of undergraduate programmes shall submit to the Faculty a copy of the document on the granting of asylum, subsidiary protection or temporary refuge.
5. An applicant who fails to prove fulfilment of the basic conditions for admission to the study pursuant to paragraph 1 of this Article at the time of verification of fulfilment of the conditions for admission may be admitted to the study conditionally, provided that he/she is obliged to prove fulfilment of the basic conditions for admission to the study no later than on the date set for enrolment in the study.
6. The right of an applicant who has been conditionally admitted to the study pursuant to paragraph 1 of this Article to enrol in the study shall be terminated if he/she fails to prove fulfilment of the basic conditions for admission no later than on the date set for enrolment.
7. Copies of the documents attached to the application form are not returned to the applicants; they remain permanently part of the applicant's files.

Art. 3

Admission to study Master study programmes

1. All applicants for study will be included in the admission procedure to the 1st year of study of accredited Master study programmes in the full-time form of study. There is no entrance examination for the engineering degree.
2. The number of applicants that the faculty plans to admit to study the relevant study programme will be published in accordance with Section 57(5) of the Act.
3. The fee for material support of the admission procedure (Section 92(12) of the Act) is determined by Annex No.1 to the Rector's Directive No.5/2022-SR Tuition and Fees Associated with Study at the Slovak University of Technology in Bratislava for the academic year 2023/2024. The deadline for submission of applications is 31 May 2023.
4. A prerequisite for foreign applicants for Master degree programmes in the Slovak language or applicants to study Master degree programmes in English language is:
 - a/ For foreign applicants for the 2-year Master degree programmes in the Slovak language who have not completed previous university studies degree in the Slovak or Czech language, the condition of admission is the submission of a certificate of Slovak language proficiency at least at B1 level according to the SERR no later than on the date of the Admissions Committee's meeting.
 - b/ Applicants for studies in English shall submit a certificate of English language proficiency of at least B1 level according to TOEFL or IELTS, or a certificate of completion of previous university studies degree with English as the language of instruction no later than on the date of the Admissions Committee's meeting.
5. Each candidate for Master studies may apply for a maximum of three study programmes.

6. If a study programme does not open, the applicant's application will be transferred to the study programme he/she has indicated as the next choice.
7. If the number of applicants fulfilling the conditions for admission to a study programme exceeds the number of applicants that the Faculty plans to admit to the study of the relevant study programme, the criterion for admission will be the weighted study average achieved at the Bachelor degree level of study. Candidates exceeding the quota of applicants the Faculty plans to admit to the study programme in question will have their application transferred to the study programme they have indicated as their next choice in order of preference.
8. The Dean of the Faculty shall establish an Admissions Committee to assess the eligibility of applicants for study. The Admissions Committee will be expanded to include the guarantors of the study programmes in-which the applicants are enrolled in order to assess their applications. The Admissions Committee will assess each application individually, in particular the consistency of the content of the completed Bachelor study with the main topics of the core of knowledge for the first degree of studies, as specified in the description of the field of study within which the study programme applied for is carried out, and will recommend a decision to the Dean.
9. Applicants who have fulfilled the conditions for admission to study, but are more numerous than the planned quota of applicants admitted to the relevant study programme, or the study programme to which they have applied has not been opened and they have not indicated in their application for study other study programmes for which they are applying as alternative choices, shall be offered by the Faculty to study a related study programme in the same field of study.
10. Depending on the number of applicants and the results of the admission procedure, the Dean of the Faculty may decide to conduct additional rounds of the admission procedure. Further rounds of the admission procedure are governed by these Additional Conditions of Admission to Study at the Faculty of Mechanical Engineering.

Art. 4
Decision on the Result of the Admission Procedure
for the Study of
Bachelor and Master Study Programmes

1. The Dean of the Faculty decides on the admission of an applicant to the study of the relevant study programme on the basis of the recommendation of the Admissions Committee.
2. Applicants who have fulfilled the conditions for admission to study are issued an admission decision by the Dean of the Faculty.
3. Applicants who have not fulfilled the conditions for admission to the study shall be issued a decision of non-admission by the Dean.
4. If the applicant requests a review of the issued decision within eight days from the date of receipt of the decision, the Dean may grant the request if he/she finds that the decision was issued in violation of the law, internal regulations of the STU or these Additional Conditions of Admission to Study at the Faculty of Mechanical Engineering. Otherwise, the Dean of the Faculty shall refer the application to the Rector of the Slovak University of Technology.

Art. 5
Final Provisions

1. The Additional Conditions of Admission to Study Bachelor and Master Study Programmes at the Faculty of Mechanical Engineering of the Slovak University of Technology in Bratislava were approved by the Academic Senate of the Faculty of Mechanical Engineering of the STU in Bratislava on 14 June 2022.
2. The Additional Conditions of Admission to Study Bachelor and Master Study Programmes at the Faculty of Mechanical Engineering of the Slovak University of Technology in Bratislava come into force and effect on the date of approval by the Academic Senate of the Faculty of Mechanical Engineering of the Slovak University of Technology in Bratislava.

3. The additional conditions of admission to study Bachelor study programmes at the Faculty of Mechanical Engineering of the Slovak University of Technology were changed in accordance with Section 108(e)(3) in conjunction with Section 56 (2) of the Act on 13 January 2023.

Bratislava 13. January 2023

Dr.h.c. prof. Ing. Ľubomír Šooš, PhD.

Dean of the Faculty of Mechanical Engineering of the Slovak University of Technology in Bratislava

Annexes:

Annex 1 – Sworn Statement

ČESTNÉ VYHLÁSENIE / SWORN STATEMENT

Dolu podpísaný uchádzač1/ *The below-signed applicant*

Meno, priezvisko / *Name,*

Surname:

Dátum narodenia / *Date of*

Birth:

Miesto narodenia / *Place of*

Birth:

Štátne občianstvo /

Citizenship:

Adresa pobytu /

Address:

v súlade § 56 ods. 2 zákona č. 131/2002 Z. z. o vysokých školách a o zmene a doplnení niektorých zákonov v znení zákona č. 137/2022 Z. z. (ďalej len „zákon“) čestne vyhlasujem, že som získal/získala vzdelanie rovnocenné úplnému strednému vzdelaniu alebo úplnému strednému odbornému vzdelaniu v Slovenskej republike2 absolvovaním strednej školy:

in accordance with Section 56 (2) of Act No. 131/2002 Coll. on Universities, as amended by certain acts and as amended by Act 137/2022 Coll. (hereinafter referred to as “the Act”), I hereby swear that I have completed education equal to complete secondary education or complete secondary vocational education in the Slovak Republic by graduating from a secondary school:

názov strednej školy / name of secondary

school:

sídlo strednej školy / address of secondary

school:

rok absolvovania štúdia na strednej škole / year of graduation from secondary

school:

Toto čestné vyhlásenie predkladám pre účely preukázania splnenia základných podmienok prijatia na štúdium študijného programu prvého stupňa podľa § 56 ods. 1 zákona na Slovenskej technickej univerzite v Bratislave.

I present this sworn statement for the purpose of proving the fulfillment of basic conditions of admission for studies of a first-degree study programme at the Slovak University of Technology in Bratislava in accordance with Section 56 (2) of the Act.

Súčasne s týmto čestným vyhlásením predkladám test všeobecných študijných predpokladov a kópiu dokladu o udelení azylu, poskytnutí doplnkovej ochrany alebo poskytnutí dočasného útočiska.

Along with this sworn statement, I am also submitting a test of general academic prerequisites and a copy of proof of being granted asylum, subsidiary protection or temporary refuge.

V / In, dňa / on

.....
Podpis uchádzača / *Signature of applicant*

1 Uchádzačom je osoba, ktorej bol udelený azyl, poskytnutá doplnková ochrana alebo poskytnuté dočasné útočisko. / *The applicant is a person that has been granted asylum, subsidiary protection or temporary refuge.*

2 § 16 zákona č. 245/2008 Z. z. o výchove a vzdelávaní (školský zákon) a o zmene a doplnení niektorých zákonov v znení neskorších predpisov. / *Section 16 of Act No. 245/2008 Coll. on Schooling and Education (School Act), as amended by certain laws.*