

DEAN´S DIRECTIVE
on Public Announcement of Admissions Proceedings to Bachelor
Degree Study Programmes Organised at the Faculty of Civil
Engineering CTU in Prague in the 2025/2026 Academic Year

To execute the Dean´s Order [Conditions for Admission to Studies in Bachelor Degree Study Programmes Implemented at the Faculty of Civil Engineering CTU in Prague in the 2025/2026 Academic Year](#) (hereinafter "Conditions for Admission to Studies"), pursuant to Art. 18 par. 4 of the Statute of the Faculty of Civil Engineering of the Czech Technical University in Prague, I hereby issue the following directive:

Article 1
Subject of Regulation

The Faculty Dean hereby opens the admissions proceedings to the Bachelor Degree study programmes implemented at the Faculty of Civil Engineering CTU in Prague (hereinafter "FCE") in the 2025/2026 academic year.

Article 2
List of Bachelor Degree study programmes

The Faculty Dean opens admissions proceedings to the following Bachelor degree study programmes for the 2025/26 academic year.

Name of programme:	Civil Engineering/Stavební inženýrství
Study programme code:	B0732A260008
Language of instruction:	Czech
Standard time of study:	4 years
Type of study:	full-time
Study programme profile:	academically oriented
Starting from the 3 rd year of study, students are divided into specialisations based on their choice and the capacity of individual specialisations to admit students. Students choose their specialisations in the 2 nd year of study.	
Name of programme:	Management and Economics in Civil Engineering
Study programme code:	B0732A260011
Language of instruction:	Czech
Standard time of study:	4 years
Type of study:	full-time
Study programme profile:	academically oriented
Name of programme:	Geodesy and Cartography
Study programme code:	B0732A260004
Language of instruction:	Czech
Standard time of study:	3 years
Type of study:	full-time
Study programme profile:	academically oriented

Name of programme:	Architecture and Building Sciences
Study programme code:	B0731A010002
Language of instruction:	Czech
Standard time of study:	4 years
Type of study:	full-time
Study programme profile:	academically oriented
Name of programme:	Construction Engineering
Study programme code:	B0732P260002
Language of instruction:	Czech
Standard time of study:	4 years
Type of study:	full-time
Study programme profile:	professionally oriented
Name of programme:	Scenic Technologies
Study programme code:	B0788P260001
Language of instruction:	Czech
Standard time of study:	3 years
Type of study:	full-time
Study programme profile:	professionally oriented
Name of programme:	Civil Engineering
Study programme code:	B0732A260010
Language of instruction:	English
Standard time of study:	4 years
Type of study:	full-time
Study programme profile:	academically oriented
Pursuant to § 58 par. 5 of Act No. 111/1998 Coll. (Act on Higher Education Institutions) and Annex No. 5 to the Statute of CTU in Prague, Fees Connected with Study, the study in this programme is subject to a fee of CZK 55,000,- per semester.	

Article 3 Important deadlines

(1) **List of important deadlines**

The documents listed below are uploaded by the applicant to the electronic application in the form of an authorised conversion of a paper document into electronic form - see Art.6.

Dates for submitting applications for study	1. 1. – 31. 3. 2025
Payment date of the administration fee in admissions proceedings	by 31. 3. 2025
Date for uploading the background for the entrance examination waiver based on marks in Mathematics on end of year reports (for details see Art. 5 below), applicable to secondary school leavers of 2024 and 2025.	by 10. 4. 2025
Date for uploading the school-leaving certificate in the case of passing the school-leaving examination in the Czech or Slovak Republic. Applicants are not admitted to study without uploading this certificate. This document also serves as the background for a potential	by 16. 6. 2025

waiver of the entrance examination based on the marks from the school-leaving examination (for details see Art. 5 below). If necessary, a later date will be given to applicants individually based on an apology sent to the e-mail (uchazec@fsv.cvut.cz) no later than by 16. 6. 2025 (e.g. if the school-leaving examination is taken in September).	
Date for uploading - certificate of the validation of foreign secondary school education in the Czech Republic in one of the ways under Art. 6 par. 4b below , - certificate of passing an examination in Czech (or English) at a B2 level Applicants are not admitted to study without submitting these certificates.	by 6. 9. 2025
Applicable only to applicants to the Scenic Technologies programme: Deadline for sending a link to the motivational work (video) to the electronic application pursuant to Article 6 par. 3 below	by 15. 5. 2025
Dates of the entrance examination	3. – 5. 6. 2025
Deadline for apology for not attending the entrance examination (sent to the e-mail uchazec@fsv.cvut.cz)	by 3. 6. 2025
Alternative date of the entrance examination for applicants excused from the regular date	10. 6. 2025
Applicable only to applicants to the Civil Engineering programme taught in English: Deadline for submitting an application for an online examination on an individually set date see Conditions for Admission to Studies Art. 5 par. 5.5 (to the e-mail study@fsv.cvut.cz)	by 10. 5. 2025
Registration date for 1st year of Bachelor degree studies – on-line registration at prihlaska.cvut.cz/	see the dates published on the Faculty´s website in May
Start of instruction in the 2025/26 academic year	22. 9. 2025

- (2) The dates specified in par. 1 of this article are non-exceedable, no documents can be accepted after the above dates without an exception previously individually granted by the Dean upon the applicant´s written application.
- (3) The uploaded documents will be displayed in the electronic application within five working days of uploading the documents by the applicant.
- (4) Based on a written application, the Dean may set an earlier individual date for an online entrance examination to foreigners (excluding applicants from the Slovak Republic) who apply for study in the Civil Engineering study programme.
- (5) Registration for studies is mostly fully on-line, see the information on the Faculty's website. Detailed information on the registration process will be included in the decision on admission to studies and on the electronic application pages.
Full on-line registration for the first year of study is not enabled:
 - to applicants who are nationals of a country for which the Czech Republic has established a visa requirement. These applicants must subsequently register in person at the Student Administration after their on-line registration – applicable to applicants to both Czech and English language study programmes,
 - to certain groups of foreign applicants specified in other valid CTU regulations that restrict on-line registration (see e.g. the Rector´s Decree No. 2024/16).

- (6) In the context of the application of §95a - §95d of the Act on Higher Education Institutions or another exceptional Government measure, the Dean may modify the announced dates related to the admissions proceedings by a Supplement to this Directive.

Article 4

Applicant´s procedure in filing the application

- (1) An applicant may submit more applications for study – one application for each selected study programme, the number of applications is unlimited.
- (2) The administration fee of CZK 950,- must be paid for each submitted application. The paid fee is non-refundable.
- (3) Application filing procedure:
- Fill in and close the CTU electronic application form at prihlaska.cvut.cz/ (the database is open from 1. 1. 2025 to 31. 3. 2025).
 - Settle the administration fee of CZK **950,-** for costs related to admissions proceedings by 31. 3. 2025.
- For the procedure see par. (5) below.
- (4) The application will be included in the admissions proceedings if the requirements specified in point 3 letter a and b above have been met by the prescribed deadline. Incorrectly filled in applications will be discarded from the admissions proceedings.
- (5) Payment procedure of the administration fee for acts related to admissions proceedings: Settle the administration fee of CZK 950,- in one of the following ways:
- on-line payment by credit card while filling in the application form (preferred by the Faculty),
 - bank transfer.

Bank data for the administration fee payment:

KB Praha 6,
account No.: 19-5504610227/0100
variable symbol: 77777
specific symbol: application form code

Additional data for payment from abroad:

IBAN: CZ7601000000195504610227
SWIFT code: KOMBCZPPXXX

Note for applicants from abroad (including the Slovak Republic): Banking fees are always paid by the applicant.

Article 5

Applicant´s procedure if the entrance examination in Mathematics is waived

- (1) The following documents, required for the waiver of the entrance examination, shall be submitted to the Faculty only electronically; the applicant uploads the document in the form of an authorized conversion of a paper document into electronic form to each of their electronic applications.
- (2) The waiver of the entrance examination in Mathematics based on marks in the subject of Mathematics from secondary school up to an average mark of 1.75 (see Conditions for Admission to Studies Art. 5 par. 5.1 No. I.):
- fill in the respective marks in the subject of Mathematics from secondary school (hereinafter SS) in the “Study Results” box while submitting the application;
 - certify these marks to the Faculty in one of the ways below:

- upload to the electronic application a printout of the application form from the database with filled-in marks from secondary school which have been stamped and signed by the secondary school on the printout;
 - recommended name of the uploaded document: Confirmed application
 - upload reports with the relevant marks in the subject Mathematics to the electronic application
 - recommended name of the uploaded document: End of year reports
 - upload an excerpt of marks from the catalogue with the student's date of birth certified by SS to the electronic application
 - recommended name of the uploaded document: Catalogue excerpt
- c. Information on the marks in the subject of Mathematics from SS entered in the application form in the case of a title to the waiver of the entrance examination in Mathematics:
- applicants write all marks in the subject of Mathematics received for the second half-year of the last four SS years;
 - the applicants who take their school-leaving examination in the 2024/2025 school year will write the mark in Mathematics received for the first half-year of the last year instead of the second half-year;
 - the marks only relate to the compulsory subject of Mathematics, not e.g. to seminars in Mathematics.
- (3) The waiver of the entrance examination in Mathematics based on passing the school-leaving examination in Mathematics – scoring 85 to 100% in the common part, or with the result "excellent" in the profile part of the school-leaving examination:
the applicant does not fill in the title to the waiver in the application form, only uploads the school-leaving certificate with the relevant grade to the electronic application by the required date. The invitation to the entrance examination in Mathematics already sent becomes invalid, the applicant does not attend the examination in Mathematics.
- (4) The waiver of the entrance examination in Mathematics based on passing the school-leaving examination in extended Mathematics scoring 66 to 100 %:
the applicant does not fill in the title to the waiver in the application form, only uploads the school-leaving certificate with the relevant grade to the electronic application by the required date. The invitation to the entrance examination in Mathematics already sent becomes invalid, the applicant does not attend the examination in Mathematics.
- (5) The applicants who have not passed the school-leaving examination in the Czech Republic pursuant to Act No. 561/2004 Coll. (Education Act) or in the Slovak Republic pursuant to Act No. 245/2008 Coll. (Education Act) are not entitled to the waiver of the entrance examination in Mathematics, in this case the applicant does not fill in or certify the data on their secondary school results in the application form.

Article 6

Documents submitted to the Faculty in electronic form as part of admissions proceedings – application form attachments

The documents listed below are submitted to the Faculty only electronically by the deadlines specified in Art. 3 par. 1 above; the applicant uploads the document in the form of an authorised conversion of a paper document into electronic form to each of their electronic applications - the conversion does not apply to the attachment to the Scenic Technologies programme: Motivational Video.

- (1) Authorised conversion can be obtained at Czech POINT.

- (2) The school-leaving certificate if the school-leaving examination was passed in the Czech Republic pursuant to Act No. 561/2004 Coll. (Education Act) or in the Slovak Republic pursuant to Act. No. 245/2008 Coll. (Education Act).
The recommended name of the uploaded document: School-leaving certificate.
- (3) Potential other documents:
- a. For the waiver of the entrance examination based on marks in the subject of Mathematics at SS, one of the necessary documents certifying the title to the waiver, see Art. 5 above.
- b. A certificate of secondary education validation on the territory of the Czech Republic in the case of completing secondary school education outside the Czech Republic (and the Slovak Republic) and also in the case of completing secondary school education at a school in the Czech Republic where the school-leaving examination is not regulated by § 77 of Act No. 561/2004 (CR Education Act), or in the case of completing secondary school education at a school in the Slovak Republic where the school leaving examination is not regulated by Act No. 245/2008 (SR Education Act). The certificate is issued by the authorities listed below:
- CTU Rector's Office, Department of Studies – recognition of secondary school education valid only for CTU with a limited time validity for the current admissions proceedings only. The procedure is here:
 - Regional authority, Education Department or Prague City Hall, Education Department – the certificate valid for the whole of the Czech Republic has unlimited validity, it includes a decision on the recognition of the validity of a foreign certificate (nostrification) and an annex to the decision – nostrification clause). The applicant uploads both the decision on recognition and the nostrification clause.
- Recommended name of the uploaded document: Nostrification.
- c. A language certificate of passing a B2 level examination in the case of foreign nationals (excluding applicants from the Slovak Republic) applying for study in Czech pursuant to [Conditions for Admission to Studies](#) Art. 1 par. 1.1 letter e), types of certificate:
- certificate of passing the school-leaving examination in Czech or Slovak;
 - certificate of passing an examination in Czech at min. a B2 level according to the “Common European Framework of Reference for Languages” at the Department of Languages FCE or at Departments of Languages of other faculties/parts of CTU or at the Institute for Language and Preparatory Studies, Charles University.
- Recommended name of the uploaded document: Language certificate.
- d. In the case of applicants for study in English (programme in *Civil Engineering*), one of the certificates below proving the passing of an examination in English pursuant to [Conditions for Admission to Studies](#) Art. 1 par. 1.1 letter f):
- certificate of passing the school-leaving examination in English;
 - certificate of passing an examination in English at min. a B2 level according to the “Common European Framework of Reference for Languages“;
 - certificate of secondary education completion stating that instruction at the secondary school was fully in English.
- Recommended name of the uploaded document: Language certificate.
- e. In the case of applicants to the Scenic Technologies programme, a motivational video meeting the following technical requirements: video length: 60 seconds, format: MP4 or MOV, method of delivery to the Faculty: the applicant uploads the video to one of the following repositories:
- OneDrive,
 - iCloud,
 - Disk Google,
 - Dropbox.
- Videos uploaded to other repositories will not be accepted.
The functional link to download the video will be uploaded by the applicant in a separate Word document as an attachment to the electronic application. The document must

include: the name, surname, application form code, link to the video. The recommended name of the uploaded document: Motivational video.

For the method of video evaluation see Art. 7 par. 9 below.

- (4) No "Certificate of Health" is required as an attachment to the application to FCE.

Article 7

Course of admissions proceedings

- (1) The entrance examination to all study programmes consists of a written test in Mathematics. The applicants for the branch of *Architecture and Building Sciences* further take an oral part of the entrance examination – an interview in Architecture. The applicants for the study programme in *Scenic Technologies* further send a motivational work (video), which is evaluated without the applicant's personal presence.
- (2) The applicants registered for the study programmes in *Civil Engineering/Stavební inženýrství, Management and Economics in Civil Engineering, Geodesy and Cartography, Construction Engineering and Civil Engineering* whose entrance examination has been waived pursuant to [Conditions for Admission to Studies](#) Art. 5 par. 5.1 will be notified of the entrance examination waiver in the database prihlaska.cvut.cz/ no later than by 15.5.2025. After they have uploaded their school-leaving certificate to the application, these applicants will be admitted to study and the Dean's decision on admission to studies will be displayed in their electronic application.
- (3) The applicants registered for the study programme in *Architecture and Building Sciences* whose entrance examination in Mathematics has been waived pursuant to [Conditions for Admission to Studies](#) Art. 5 par. 5.1 will be notified of the entrance examination waiver in Mathematics in the electronic application no later than by 15.5.2025 and, at the same time, the date of the oral part of the examination in Architecture will be published in the electronic application no later than three weeks before the entrance examination date.
- (4) The applicants registered for the study programme in *Scenic Technologies* whose entrance examination in Mathematics has been waived pursuant to [Conditions for Admission to Studies](#) Art. 5 par. 5.1 will be notified of the entrance examination waiver in Mathematics in the electronic application no later than by 15.5.2025 and the point evaluation of the motivational video will be published in the electronic application no later than by 16. 6. 2025.
- (5) The applicants whose written entrance examination in Mathematics has not been waived will have the entrance examination date displayed in the electronic application no later than three weeks before the examination date. If an applicant has submitted more applications for study programmes taught in Czech, the examination date will be displayed only in one application. The applicant takes only one entrance test in Mathematics. The result of the test is valid for all applications submitted by the applicant. In the case that an applicant has applied for study programmes taught in Czech and, at the same time, has filed another application for a study programme taught in English, they take two written entrance examinations in Mathematics, one in Czech and one in English.
- (6) If an applicant is unable to attend the entrance examination on the regular date (see the table with important deadlines in Art. 3) to which they have been invited, they can take the entrance examination on the alternate date. The applicant is invited to the alternate date based on an e-mail apology for non-attendance on the regular date. The apology is sent by e-mail at uchazec@fsv.cvut.cz, no later than by 3. 6. 2025. The students who do not attend the entrance examination on the regular date and do not send their apology to the Faculty cannot be admitted to studies. In the study programme in *Architecture and Building Sciences*, only one part of the entrance examination (e.g. interview in Architecture) cannot be moved to the alternate date, both parts of the entrance examination (interview in Architecture and written test in Mathematics) must take place on the same day.
- (7) The written entrance examination in Mathematics consists of a test in Mathematics covering secondary school subject matter as published in the publication "Mathematics, Entrance Examinations to CTU", CTU Publishing House, Praha 2007. The test evaluation method:

15 multiple choice questions (five options) with only one correct answer each time. The maximum score is 20 points, the minimum score for admission being 8 points pursuant to [Conditions for Admission to Studies](#) Art. 3.

- (8) The evaluation procedure of the oral examination in Architecture:
- graphic works created exclusively by the applicant: max. 3 points for each work, i.e. max. 9 points;
 - motivational sheet created exclusively by the applicant for the respective admissions proceedings: max. 5 points;
 - interview: max. 6 points.

For the basic fulfilment of the requirements specified in [Conditions for Admission to Studies](#) the applicant will always receive 1 point for each submitted artwork (with a maximum gain of 4 points in this part), while additional points up to the above maximum will be awarded by the Entrance Examination Board depending on the level of the works and the manifested interest in architecture, the maximum total number of awarded points is 20, the minimum score for admission being 10 points.

- (9) The evaluation method of the motivational video of applicants for the programme in *Scenic Technologies*:

For sending the motivational work (video) the applicant will receive 1 point, while the additional points will be awarded by the Entrance Examination Board according to the following criteria:

- max. 3 points for manifesting interest in scenic technologies,
- max. 3 points for technical-artistic video design,
- max. 3 points for originality in processing.

If the maximum length of the video (60 seconds) is exceeded, the Board will deduct 3 points from the applicant's total score. The maximum total number of points obtained is 10, the minimum number of points for admission being 5 pursuant to [Conditions for Admission to Studies](#) Art. 3.

The motivational works will be evaluated without the applicant's personal presence, i.e. the applicant will not be able to contact the Board in person, explain the details of their work or ask questions to the Board during the evaluation.

- (10) Should an applicant require some modification of the admissions proceedings or studies due to a health-related handicap, they must contact the CTU ELSA Centre for the Support of Students with Special Needs, phone No.: 224 358 463, e-mail: stredisko@elsa.cvut.cz, no later than by 31. 3. 2025.
- (11) In the case that the Dean applies Art. 6 par. 3 of [Conditions for Admission to Studies](#) in connection with an emergency situation, the entrance examination procedure may be modified. The modification will be issued as a supplement to this Directive.

Article 8

Results of entrance examinations

- (1) Each applicant will be informed about the entrance examination result on the day of taking the examination. The point evaluation of tests in Mathematics will be available for the applicants on the day of taking the test in Room C113 in the Faculty entrance hall, the Student Administration office, from 1 p.m., and, subsequently, by the following day after the entrance examination, in the prihlaska.cvut.cz/ database.
- The point evaluation of the oral interview in Architecture will be announced to the applicants by the Entrance Examination Board immediately after the interview, and, subsequently, by the following day after the entrance examination, it will be published in the prihlaska.cvut.cz/ database.
- The point evaluation of the motivational work (video) of the applicants for the programme in Scenic Technologies will be published to the applicants in the prihlaska.cvut.cz/ database no later than by 16. 6. 2025.

- (2) The applicants can see their corrected test in Mathematics in Room C-113 in the Faculty entrance hall, the Student Administration office, from 1 p.m. to 2 p.m. on the entrance examination day.
The Dean's decision on admission to studies will be issued to the applicants who have submitted all prescribed attachments to the application form no later than within 30 days after the publication of the admissions proceedings results.

Article 9 **Effect**

This Directive comes into effect on 11. 11. 2024.

m.p.
prof. Ing. Jiří Máca, CSc.
Dean of Faculty of Civil Engineering