


OR no. 6/2024	<b>Internal standard of the Institute of Technology and Business in České Budějovice</b>				
<b>RECTOR'S MEASURE no. 6/2024 TO DECLARATION II. ADMISSION ROUND FOR BACHELOR STUDY PROGRAMS TAUGHT IN ENGLISH FOR THE ACADEMIC YEAR 2024/2025</b>					
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<b>Processed by:</b>	Director of the external relations section	<b>Guarantor:</b>	Director for study administration and lifelong learning		
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**RECTOR'S MEASURE no. 6/2024**  
**TO DECLARATION II. ADMISSION ROUND FOR BACHELOR STUDY PROGRAMS**  
**TAUGHT IN ENGLISH**  
**FOR THE ACADEMIC YEAR 2024/2025**

**Article 1**  
**General conditions**

- (1) Institute of Technology and Business in České Budějovice (hereinafter referred to as "VŠTE") announces the admission procedure for the following study programs in the academic year 2024/2025:

**Business Administration**

Form of study:	full-time
Duration of study:	3 years
Type of study:	bachelor
Fee:	35,000 CZK/semester EUR 1,346/semester

**Article 2**  
**Conditions for admission to the study program**

- (1) Submission of a properly filled-out electronic application within the period from February 1, 2024, to March 31, 2024. The electronic application is considered complete only after the submission of all required documents according to the following paragraphs of this article, confirmation of the application, and payment of the administrative fee.
- (2) Payment of the administrative fee in the amount of €34 / CZK 870 is possible by payment card or transfer order (UniCredit Bank, account no.: **2111158563/2700**) or via QR code from the e-application, no later than 31/03/2024, as the variable symbol is "666" and the applicant's application number (e.g., 66672642).

Payment details:

Address: Okružní 517/10, České Budějovice 37001, Czechia

IBAN: CZ68 2700 0000 0021 1115 8563      SWIFT: BACXCZPPXXX,      in EUR

IBAN: CZ74 2700 0000 0013 8804 4601      SWIFT: BACXCZPP,      in USD

- (3) Documenting the passport scan (personal data including photo) no later than on the day of submitting the study application.
- (4) Attainment of secondary school education with matriculation examination and subsequent delivery of a certified copy of the matriculation certificate and certificate of recognition of foreign secondary school education (nostrification) in accordance with Act No. 561/2004 Coll. at the latest on the day of application submission.

### **Article 3**

#### **Fee for studies in a foreign language**

- (1) The fee for studying in a foreign language will be calculated on the day of admission to the study in the total amount of 35,000 CZK/semester (approx. 1,346 €/semester).

### **Article 4**

#### **Evaluation of the admission procedure**

- (1) An applicant who does not meet the conditions for admission will not be included in the evaluation to the study program according to Article 2 of this measure, and which does not have settled obligations towards VŠTE.
- (2) An accepted applicant becomes a student on the day of enrolment.
- (3) The applicant will be informed about the result of the entrance examination via the e-application for studies.
- (4) Accepted applicants will be invited to register via e-application or email
- (5) The decision on the admission procedure will be issued by 30.4.2024.

### **Article 5**

#### **Procedure in case of non-attendance for studies**

- (1) If, for reasons not specified further, the accepted applicant is unable to start the studies, he is obliged to notify this fact no later than 20 August 2024, by e-mail to [itb-international@mail.vstecb.cz](mailto:itb-international@mail.vstecb.cz)

### **Article 6**

#### **Efficiency**

- (1) This rector's measure takes effect on 01.02.2024

doc. Ing. Vojtěch Stehel, MBA, PhD.  
rector