| Paste in last part of money postal order proving payment of application fee | # APPLICATION

For study at institution of higher learning
for academic year of

................................./............................... | Stamp of the institution of higher learning/faculty [1] |

- in Bachelor's degree study programme
- in Master's degree study programme

Type of study programme: [2]

☐ Bachelor's degree
☐ Master's degree

Study: [2]

☐ Full-time
☐ Combined
☐ Distant

Date of delivery of the application

Applicant's registration number

Language selected [3]

Institution of higher learning	
Faculty	
Study programme	
Area of study	a)
	b)
	c)

First name		Sex	
Surname		Nationality [6]	
Family name		Country	
Academic degrees [5]		Marital status	

Birth [7]	Day		ID number	
	Month		Birth certificate number	
	Year		Passport number (foreigners)	
	Place		Region	

Permanent stay address	Street/Number	Phone number:
	Town quarter *)	
	Town	Post office
	Region	
	ZIP Code	Country

Contact address *)	Street/Number	Phone number:
	Town quarter *)	
	Town	Post office
	Region	
	ZIP Code	Country

Secondary school [9] (graduated or being studied)	Name	
	Address	
	Area of study [10]	Code [10]
	Area of study [10]	Code [10]
	School code [11]	Year of school-leaving exam

FILL IN BLOCK CAPITALS OR TYPE

Secondary school yearly study results

Prof. sub. [12]	Course	Years					School leaving [15] exam
		I.	II.	III.	IV. [14)]	V.	
Yearly average study results and school leaving exam average result [16)]							
Total average study result of whole study							
Average study result of selected courses [17)]		1.	2.	3.			

Applicant's activities report regarding the selected area of study (e.g. competitions, activities, or other important facts about secondary school study)

Secondary school confirmation of student's study result**s** [19)]

Date: Signature:

Course of employment [18]		
Employer	position	from-to

Previous study at institution of higher education [20]		
Institution of higher education		
Faculty		
Study programme		
Area of study		
Start of study	End of study	academical degree

State of health-medical certification
applicable only in case it is required for specific area of study
(information available at Study Department)

Date: Doctor's stamp and signature

I hereby declare that all data are correct and I did not withhold any serious facts. I am aware of the fact that in case of dishonest performance during entry proceedings I may be consequently excluded from the study according to Section 67 of the Act No.111/1998 Sb regarding Institutions of Higher Education, and the amendments thereto (Act on institutes of higher education).

Date: Signature:

Instructions and explanations for filling the application:
Generally:
An applicant fills in only in framed parts of the application.
Coloured fields are filled in by university/faculty, these fields serve for data coding and computer processing
To individual items:
1) **Hereafter "faculty"**
2) **Cross and underline what applies**
3) **In case a language exam is required and an applicant may select a language, he/she enters a language, which he/she will take entry examination from**
4) **The second and third area of study are entered according to faculty instructions**
5) **Acquired academical degree - abbreviation**
6) **An applicant is not required to enter the data as it is personal and his/her approval is necessary.**
7) **The format of two figures is needed for date and month of birth (e.g. January-"01", December-"12") and last two figures for the year of birth (e.g. 1978-"78")**

8) **The address for mail delivery.**
9) **The name of a secondary education institution, where secondary education was completed.**
10) **The area of study completed and its JKOV code as well as the area of study completed and its KKOV code is entered (KKOV differs from JKOV by a capital capital letter at the last position). Both names of areas of study and codes are stated in the leaving certificate. This field is not applicable for applicants who are not coming directly from secondary schools or who took school leaving examinations in a previous year or before.**
11) **INI-identification number of the institution stated in the paper of the institution foundation. The data is stated in school certificates. This field is not applicable for applicants who are not coming directly from secondary schools or who took school leaving examinations in a previous year or before.**
12) **The faculty that stated selected courses of the study programme, which an applicant applies for, marks the item**
13) **The order of courses is not stated. It is recommended to list courses in the same order as they are listed in secondary school certificates.**
14) **Applicants who take the school leaving examination in the current year, will enter their last half-year school results. Applicant coming from more-year secondary schools will enter their school results for last four years.**
15) **This field is not applicable for applicants who take school leaving examinations in a current year.**
16) **Average study results are calculated and stated with two figures after the decimal point.**
17) **Only the applicants who apply for the study programmes, where results of selected courses are taken into consideration, state average study results of selected courses. This field is not applicable for other applicants.**
18) **The data may be commented in a special enclosure.**
19) **Data accuracy in the application form is confirmed by the secondary school, at which an applicant will take the school leaving examination. Applicants who are not coming directly from secondary schools confirm the data in the application form by a declaration on word of honour or, if required by a faculty, by submitting copies of school certificates**
20) **Starting and end date of the study is stated. If the study was completed duly, an academical degree is stated.**

Note: HFS-House of Foreign Services of the Ministry of Education, Youth, and Physical Education (only for foreigners)

Admission Process Record

Entry examination			
Course	Date	Form of examination [21]	Result [22]

Total evaluation of applicant	
Points earned	
Rank	
Completed entry examination conditions	

I hereby declare that I have been informed about my entry examination result.

Date: Applicant's signature

Members of Examination Committee`s	Chairperson of Examination Committee
1.	4.
2.	5.
3.	6.

Examination Committee`s Proposal

Date: Chairperson signature

Entrance Committee Proposal

Date: Entrance Committee Chairperson signature

Dean's decision   [23]

Date: Dean's signature

Rector's decision released on the basis of the reviewed proceedings

Date: Rector's signature

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[21] A faculty states e.g. WE-written exam, OE-oral exam, ST-skill testing, PE-practical exam

[22] Evaluation in words or the number of points reached

[23] For study programmes organized by universities, it is Rector