

Attachment No. 3 to the CTU Statute

CONDITIONS OF STUDY AT CTU FOR FOREIGNERS

**Part One
GENERAL PROVISIONS**

**Article 1
Basic Conditions**

1. This Regulation provides the specific conditions for admission of foreigners (Statutes, Art. 9) to study and the specific conditions of their studies in accredited study programs.
2. Foreigners, for the purpose of this Regulation, are natural persons that are not Czech nationals and are not permanently resident in the Czech Republic. The residence conditions of foreigners are specified in the respective special regulations.

**Article 2
Conditions of Study for Foreigners**

1. Foreigners study at CTU under the same conditions as other students provided they study in an accredited study program conducted in Czech language intended for other students and for foreigners that can speak Czech. Students that are Slovak nationals may use the Slovak language instead of Czech in carrying out their student duties.
2. Students may also study at CTU in an accredited study program conducted in a foreign language, intended for foreigners according to § 58, Article 5 of the Act. The conditions of study are set in the study contract
3. Foreigners studying at CTU under international agreements have the same conditions as the other students, unless the respective international agreement stipulates otherwise, according to § 49, Article 2 of the Act.
4. Foreigners studying at CTU under inter-university agreements normally use a foreign language according to the conditions set in the agreement.
5. Foreigners studying at CTU within European programs of academic mobility normally use a foreign language according to the conditions announced.

**Part Two
ADMISSION CONDITIONS**

**Article 3
Submission of Applications**

1. Applications for study should be submitted to the particular faculty or university institute within the fixed deadline.
2. Study according to Article 2, para. 1 is governed by the CTU Admission Rules
3. Study according to Article 2, para. 2 and 3 is governed by the CTU Admission Procedure Rules.

4. Foreigners under Article 2, para. 4 and 5 do not submit applications. The procedure and conditions of admission are set in the contract.

Article 4 Previous Education

1. The main condition required for admission to a bachelor or master level study program is a fully completed secondary level of general or technical education documented by the respective school-leaving certificate or an equivalent examination certificate.
2. The main condition required for admission to a master level study program following the bachelor level study program is a completed bachelor or master level study program.
3. The main condition required for admission to a doctoral study program is a completed master level study program.
4. Recognition of the previous level of education achieved by the foreigner in another country than the Czech Republic is subject to the Higher Education Act.

Article 5 Knowledge of Czech Language

1. A foreigner applying for admission to an accredited study program conducted in Czech language must prove her/his sufficient knowledge of the language to be able to study:
 - a) by submitting a document proving the secondary school-leaving or state examination in Czech language, or
 - b) by proving during the CTU admission procedure that he or she can speak Czech;
 - c) Slovak nationals may use the Slovak language instead of Czech when proving their competence for study;
2. A foreign candidate uses the Czech language in all parts of the entrance examination.

Article 6 Admission Conditions for an Accredited Study Program in a Foreign Language

1. Foreigners who have applied to participate in an accredited study program developed for foreigners and implemented in a foreign language do not have to prove knowledge of the Czech language.
2. The foreigner proves the knowledge of the foreign language:
 - a) by submitting a document proving the secondary school-leaving or state examination in the foreign language, or
 - b) by proving during the CTU admission procedure that he or she can speak the foreign language.
3. The foreigner undergoes all parts of the entrance examination in the foreign language.
4. The conditions for admitting foreign students to study in a foreign language are set by the dean upon a previous approval by the Faculty Academic Senate, or by the director of a university institute upon approval by the CTU Academic Senate.
5. The admission procedure, the decision on and announcement of the results of the admission procedure, as well as the procedure for reviewing the decision are governed by the regulation on admission procedures (CTU Admission Procedure Rules).

Article 7
Study Contract

1. A foreigner who has fulfilled all conditions required for admission and who will participate in an accredited study program developed for foreigners according to Article 2, para. 2 will sign a study contract with CTU, represented by the dean or by the director of an institute of the university.
2. The study contract is signed for a period of a minimum of one semester.
3. The study contract specifies, in particular, the financial conditions for studying, the amount of the tuition fee and how it is to be paid, sanctions, accommodation conditions, boarding and health insurance.
4. A foreigner can only be admitted upon signing the study contract and paying the stipulated tuition fee. Should the foreigner fail to sign the contract and/or to pay the stipulated fee, the admission conditions are not fulfilled.
5. Foreign students under Art. 2, para. 4 and 5, study on the basis of a contract signed with the partner university or within European programs, and do not sign any individual contract with the CTU.

Part Three
STUDY

Article 8
Rights and Obligations of Students

1. All foreigners studying at CTU are obliged to fulfill their student duties resulting from the study program that they enrolled for.
2. During their studies, the foreigners must abide by the law, the statutes and other internal CTU regulations, particularly the CTU Education and Examination Rules. If the study program takes place at a particular faculty, the foreign participant must comply, in addition, with the faculty statutes and with its other internal regulations.

Article 9
Scholarships

1. Foreigners participating in a study program conducted in Czech language may be granted a scholarship.
2. Claims to and payment of scholarships are subject to the CTU Scholarship Rules.
3. Foreigners participating in an accredited study program in a foreign language according to Article 2, para. 4 and 5, may be granted a scholarship by the Dean or by the Rector according to the CTU Scholarship Rules.

Article 10
Fees

1. Foreigners participating in an accredited study program conducted in the Czech language pay the fees related to the admission procedure and the tuition fee according to § 58 of the Act and Article 11 of the Statutes.
2. The admission and education fees for foreigners participating in an accredited study program in a foreign language according to Article 2, para. 2, are fixed individually in accordance with Article 11 of the Statutes.
3. The deadlines and forms of payment, as well as possible sanctions for failure to pay fees related to the study, are subject to the law and to the Statutes.
4. Foreigners studying at CTU under Article 2, para. 4 and 5 do not have to pay any admission or tuition fees according to § 58 of the Act.

Article 11
Board and Lodging

1. Foreigners studying at CTU within an accredited study program conducted in Czech language according to Article 2, para. 1, foreigners studying at CTU within international agreements according to Article 2, para. 3, and foreigners studying at CTU according to Article 2, para. 4 and 5 may be accommodated in student hostels and may eat in the University canteen under the same conditions as the other students.
2. Foreigners studying at CTU within an accredited study program in a foreign language intended for foreigners according to Article 2, para. 2 may be accommodated in student hostels and may eat in the University canteen under the conditions set in a contract signed on behalf of CTU by the Director of the CTU Support Facilities.
3. Accommodation of foreigners in student dormitories is subject to the CTU Accommodation Rules.