

FF UHK Dean's Decree No. 22/2019

Rules for the admission procedure and conditions of the admission to study at the Philosophical Faculty of UHK in the bachelor and master's study programmes taught in the English language for the academic year 2020/2021

In compliance with §48 and §49 of the Act concerning universities and the amendment and completion of other acts No. 111/1998 of the Code in the valid wording (further on referred to as the Act) and in compliance with Article 25 of the Statute of the University of Hradec Králové, for the academic year 2020/2021 I determine the following conditions for the admission to bachelor and follow-up master's study programmes accredited in the English language.

I. Conditions for the admission to study

I. 1. Bachelor study programme B6701 Political Science, field of study Political Science, full-time form of study, standard study duration three years

Conditions for the admission are completed secondary education and fulfilment of the conditions of the admission procedure listed below.

An applicant is obliged to fill in the application and send it with the obligatory attachments electronically to the e-mail address ff.internationaloffice@uhk.cz. The application form is available online on the website of the University of Hradec Králové (www.uhk.cz). The application form as well as the attachments are to be sent in the English language.

Obligatory attachments are:

- A document certifying the achievement of secondary education. Documents must comply with §48 Paragraph 4 of the Act. During the admission procedure, the applicants will be asked to submit certified copies of the relevant documents or to

present the originals in the printed form. Without presenting a certificate of secondary education, the applicant cannot receive the decree of admission.

- An essay on the topic of why the applicant wants to study political science (circa 800 words).
- A certificate of language proficiency for the study in the English language (e.g. an internationally recognized certificate). If the applicant has completed a secondary education in the English language, this certificate is not required.

To be admitted to study, the applicant must meet these minimal criteria: he/she must prove sufficient knowledge of the English language as well as motivation to study and readiness for the social science studies.

I. 2. Follow-up master's study programme N0223A100002 Philosophy, full-time form of study, standard study duration 2 years, academically oriented study programme, integrated into the area of education Philosophy, Religious Studies and Theology

A condition for admission is completed university education in any type of study programme and meeting the conditions for the admission procedure listed below.

An applicant is obliged to fill in the application and send it with the obligatory attachments electronically to the e-mail address ff.internationaloffice@uhk.cz. The application form is available online on the website of the University of Hradec Králové (www.uhk.cz). The application form as well as the attachments are to be sent in the English language.

Obligatory attachments are:

- A university degree certificate (education in any type of study programme) – submitted documents must comply with §48 Paragraph 5 of the Act. During the admission procedure, the applicants will be asked to submit certified copies of the relevant documents or to present the originals in the printed form. Without presenting the achieved adequate university education, the applicant cannot receive the decree of admission.
- Structured CV.
- A cover letter – explaining why the applicant wants to study the study programme Philosophy, which philosophy topics he/she has studied and which thematic areas of philosophy he/she is interested.
- A certificate of language proficiency for the study in the English language (e.g. a university examination, internationally recognized certificate). If the applicant has completed a previous university study in the English language, this certificate is not required.

The admission procedure includes obligatory execution of an oral interview, which will test the language as well as professional prerequisites for study and also the applicant's motivation and interest in the chosen study. The interview is conducted in a distance form, by means of a video call via the Skype application (or a similar one) with the participation of at least two members of the admission committee.

To be admitted to study, the applicant must meet these minimal criteria: he/she must prove sufficient knowledge of the English language as well as the motivation to study and readiness for the study of philosophy in the master's degree of the basic knowledge of western philosophy (analytic philosophy, phenomenology, epistemology, philosophy of mind, philosophy of language, philosophy of science and anthropology).

II. Binding dates for the admission procedure

The deadline for the submission of applications to study is 30th April, 2020. In case there are any formal flaws in the application or any of the attachments are missing, the application will be returned for correction and completion.

The deadline for the submission of added attachments previously missing in the application is 31st May, 2020. Unless the applicant submits the added attachments by the determined deadline, he/she will not be admitted to study. An exception from the deadline can be permitted by the dean in justified cases only.

The admission interview for the study programme of Philosophy takes place in May 2020, the exact date is determined for the individual applicants according to their time preferences and with regard to the time zone.

The enrolment to study takes place from 1. 9. to 18. 9. 2020. The period for the enrolment to study can be extended by the dean only in properly justified cases and by not more than one month. The applicant who does not come to the enrolment by the end of the extended period loses his/her entitlement to enrol to study.

III. Examination and admission committee

Examination committees are not formed. Submitted materials, which serve as attachments to the application, are always assessed by a three-member admission committee, which is formed individually for each study programme or field of study. The chairman of the admission committee is always the guarantor of the relevant study programme or field of study, who also appoints the two remaining members of the admission committee. The admission committee assesses the materials in the applicant's absence. In the case of the study programme Philosophy the admission committee is also responsible for the execution of the admission interview.

IV. The maximum number of accepted applicants

The maximum number of applicants admitted to the individual study programmes or fields of study is 20.

V. Further information

The fee for operations connected to the admission procedure has not been determined.

Admission committees present the proposals for admission/non-admission to the dean. The dean decides about the applicant's admission/non-admission. The applicants will be notified about their admission/non-admission within 30 days following the delivery of the application and all required documents. After the notification, the applicant can see the file, or he can be provided with a copy of the file. According to § 68 Paragraph 4 of the University Act, the applicant is entitled to file an appeal against the decision within 30 days following the day of notification thereof. The appeal administrative body is the rector. An appeal is filed with the faculty that has issued the opposed decision.

The accepted and enrolled students are obliged to pay an annual tuition fee of 3,000 EUR in one instalment by 31st October, 2020, or in two instalments of 1,500 EUR each, by 31st October, 2020 and by 28th February, 2021.

Mgr. Jan Prouza, Ph.D., m.p.
Dean of FF UHK