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Dean's Directive No 15/2026

Admission procedure rules and conditions for admission to the Master's degree study programme civil engineering for the academic year 2027/2028

Article 1 – Scope of regulation

1. These rules regulate the conditions for the academic year 2027/2028 for admission to the *master's degree* study programme *CIVIL ENGINEERING* (hereinafter the "study programme") implemented by the Faculty of Civil Engineering (hereinafter the "Faculty") in accordance with Act No 111/1998, on higher education institutions and amending and supplementing other acts (the Higher Education Institutions Act), as amended (hereinafter the "Act"), and the Statute of Brno University of Technology (hereinafter the "Statute").
2. The study programme allows *full-time* study.
3. This study programme is intended for self-financing students. The tuition fee for studying in a foreign language is set as follows:
 - EUR 4,450 per academic year for citizens of EU Member States and for citizens of countries with an Association Agreement or Stabilisation and Association Agreement with the EU: Turkey, Ukraine, Georgia, Moldova, Albania, Bosnia and Herzegovina, Kosovo, Montenegro, North Macedonia, Serbia and for Canada, Norway, Switzerland, Iceland;
 - EUR 4,950 per academic year for all other applicants.

If the student successfully defends their master's thesis, the amount may be proportionately reduced.

4. This Directive replaces Dean's Directive No 13/2023 with effect from the date stated above.

Article 2 – Conditions for admission

1. In accordance with *Section 48(1) of the Act*, the basic condition for admission to a *master's degree* study programme is the completion of *higher education (a bachelor's degree)*.
2. The admission procedure consists of the following stages:
 - a) **Document screening** – the Faculty shall verify that the applicant has submitted all required documents and meets the minimum requirements specified in paragraphs 3–5 of this Article;
 - b) **Online admission interview** – applicants who pass the document screening shall be invited to an online interview conducted via Microsoft Teams or an equivalent platform, as specified in Article 3;
 - c) **Final decision** – the Dean shall decide on admission based on the combined results of the document screening and the interview, as specified in Article 3.
3. Applicants shall demonstrate English language proficiency at a minimum level of **B2** of the Common European Framework of Reference for Languages (CEFR). The list of accepted certificates and their minimum scores is published as a separate document (*Annex 1: Accepted English Language Certificates*) and may be updated by the Dean without amending this Directive.
4. Applicants shall submit a **motivation letter** in English (300–500 words) as part of the application. The motivation letter serves as an initial assessment of the applicant's language proficiency, academic interest, and seriousness of intent.
5. Applicants shall demonstrate a minimum grade point average (GPA) of **2.5 on a 4.0 scale** (or equivalent) from their bachelor's degree studies, as documented on the applicant's transcript of records. The Faculty shall determine the equivalence of grading systems on a case-by-case basis.

Article 3 – Admission interview and scoring

1. Applicants who pass the document screening pursuant to Article 2 shall be invited to an online admission interview. The interview shall last approximately 15 minutes and shall be conducted in English.

2. The interview shall be evaluated on a scale of 0–20 points, covering the following areas:
 - English language skills – up to 5 points;
 - Motivation and study plans – up to 5 points;
 - Knowledge of civil engineering fundamentals – up to 10 points.
3. The outcome of the admission interview shall be:
 - **10 points or more** – the applicant is recommended for admission;
 - **8–9 points** – the applicant may be conditionally admitted, subject to additional requirements determined by the Faculty (e.g., a preparatory language course);
 - **Below 8 points** – the applicant is not recommended for admission.
4. A written record of the admission procedure shall be kept by the Faculty.

Article 4 – Maximum number of admitted applicants

1. The maximum number of applicants that can be accepted in the academic year 2027/2028 is **48**.

Article 5 – Deadline for submitting the admission application

1. Admission applications can be submitted from **1. 9. 2026 to 31. 5. 2027**.

Article 6 – Submission of admission applications

1. The admission procedure is initiated by the delivery of an application to the Faculty within the specified period.
2. Admission applications shall be submitted electronically.
3. Along with the application, the following documents must be uploaded to the e-application as **scanned copies (merged into a single PDF file)**:
 - a certified copy of the applicant's university (bachelor's) diploma, the diploma supplement with proper verification, in accordance with Annex 2 (*Annex 2 Authorisation of signatures, seals and stamps*);
 - an English language certificate in accordance with Annex 1;
 - a certified copy of the applicant's transcript of records from bachelor's degree studies documenting the applicant's GPA with proper verification, in accordance with Annex 2;
 - a motivation letter in English (300–500 words).

4. Upon enrolment, the applicant is obliged to submit the copies of original certified documents listed in paragraph 3 to the Faculty, which were uploaded in the e-application. The Faculty shall retain copies of the verified documents on file for the duration of the applicant's studies. The documents shall not be returned.
5. In accordance with the relevant Decision of the Rector of Brno University of Technology (hereinafter the "BUT"), the fee for acts related to the admission procedure for the academic year 2027/2028 shall be:
 - CZK **700** for each application for admission to study at the Faculty submitted when paying in the Czech Republic to the following BUT account: account number 117729823/0300; bank name Československá obchodní banka, a.s.; IBAN CZ560300000000117729823; BIC CEKOCZPP; account name Vysoké učení technické v Brně;
 - EUR **30** for each application for admission to study at the Faculty submitted when paying in any state other than the Czech Republic to the following BUT account: account number 1017476763/0300; bank name Československá obchodní banka, a.s.; IBAN: CZ0403000000001017476763; SWIFT (BIC) CEKOCZPP, account name Vysoké učení technické v Brně.

The bank details will also be displayed on the BUT website after the online application has been submitted.

6. In accordance with the relevant Decision of the Rector of BUT, the fee for acts related to the assessment of foreign education in the admission procedure for the academic year 2027/2028 shall be:
 - CZK **750** for each submitted application for assessment of foreign education when paying in the Czech Republic to the BUT account specified in paragraph 5;
 - EUR **32** for each submitted application for assessment of foreign education when paying in any state other than the Czech Republic to the BUT account specified in paragraph 5.

The bank details will also be displayed on the BUT website after the online application has been submitted. If the fee for acts related to the assessment of foreign education is not paid, the Faculty shall not carry out the assessment in accordance with *Section 48(4)(d) of the Act*. In such a case, the applicant is obliged to demonstrate the completion and characteristics of his/her previous education in accordance with *Section 48(4)(a), (b) or (c) of the Act*; otherwise, the Faculty shall terminate the admission procedure.

7. The fee is paid when it is credited to the aforementioned account. The fee is non-refundable.
8. If the application has deficiencies, the Faculty shall invite the applicant to remove them. If the applicant fails to remedy the deficiencies in the application within the prescribed time limit, or fails to pay the fee for acts connected with the admission procedure in the prescribed form, the Faculty shall terminate the admission procedure. The applicant must be informed of this consequence.

Article 7 – Admission decision notification

1. The decision on admission to study at the Faculty shall be issued within 30 days of verification that all conditions of the admission procedure have been met, including the completion of the admission interview pursuant to Article 3.
2. The decision may be appealed within 30 days of its notification.
3. Applicants admitted to study at the Faculty are obliged to appear in person for enrolment within the deadline set by the Faculty – see Article 29 of the BUT Statute. Enrolment will take place at individually agreed times at the Faculty's Office of Student Affairs.
4. Admitted applicants are required to pay the tuition fee in accordance with Article 1(3), with 50% of the tuition fee payable by the date of enrolment. The remaining 50% shall be due within 30 days of enrolment. Failure to pay the outstanding amount by the due date may result in exclusion from studies in accordance with the applicable internal regulations and, where required, notification of the relevant authorities.

Article 8 – Final provisions

1. The applicant has the right to inspect the file from the date of notification of the decision during the *opening hours of the Office of Student Affairs*. The Faculty may instead provide the applicant with a copy of the file.
2. These rules have been approved in accordance with Section 27(1)(e) of the Act by the Academic Senate of the Faculty on 10. 6. 2026.

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prof. Ing. Karel Šuhajda, Ph.D.
Dean of the Faculty of Civil Engineering, BUT

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Ing. Petr Beneš, CSc.
Head of the Academic Senate,
Faculty of Civil Engineering, BUT

Annex 1 – Accepted English Language Certificates

The following certificates are accepted as proof of English language proficiency at the B2 level or above for the purposes of admission to the master's degree study programme Civil Engineering at the Faculty of Civil Engineering, BUT:

Certificate	Minimum Score	Notes
IELTS Academic	5.5	Accepted
TOEFL iBT	72	Accepted
Cambridge B2 First	Grade C or above	Accepted
PTE Academic	59	Accepted
Oxford Test of English	B2	In-person only

If you completed your studies entirely in one of the following English-speaking countries (Australia, Ireland, Canada, New Zealand, the United States, or the United Kingdom), you do not need to submit a language certificate. If your country is not listed, you do not fulfil the English language requirement, even if your studies were in English.

The following are not accepted:

Any online-only, non-proctored certificate;

Certificates older than 3 years at the date of application.

This Annex may be updated by the Dean of the Faculty without amending the Directive. The current version is published on the Faculty's website.