

## **Admission requirements for master full-time study programmes in English at the Faculty of Science, Charles University, academic 2024/2025**

The admissions procedure starts with a submission of a properly completed application for study and payment of the application fee by **29th February 2024**.

### **Admission requirements**

- Completion of at least a bachelor's university degree in any programme/field with a proof provided by 30 September 2024.
- Applicants who pass the final exam in the autumn term and the applicants who have to wait for a recognition of their studies abroad (and have not received such document by September 30, 2024) have to present a document about their bachelor's degree by 22 October 2024.
- The applicants who hold a bachelor's degree from a Czech university have to provide a registered copy of a diploma or an original copy of a proof that they have obtained a bachelor's degree (in case they still do not have their official diploma). This requirement does not apply to the applicants who have obtained their bachelor's degree at Charles University.

The applicants who hold a degree from a university abroad have to provide a proof of their education in one of the ways described at this website: <https://www.natur.cuni.cz/eng/admission/education-obtained-abroad/nostrification-for-applicants-for-master-and-doctoral-programmes-of-study>

- Pass the admission exam.
- All the applicants who obtain at least 50 points (out of 100) at the exam will be accepted.
- In case there are only few applicants, the dean can, with the approval of the section subject-area board, waive the admission exam and accept all the applicants who hold the degree required.

### **Application, fee for the admission procedure, tuition fee**

The application is submitted electronically via the study information system (SIS) of Charles University (<https://is.cuni.cz/studium/prijimacky>). The application, including mandatory annexes, needs to be submitted electronically by 29 February 2024 (the hard copy is **not** sent to the faculty). The e-mail and password used for the submission of the application stay the same throughout the whole admission procedure. It is necessary to submit one application for each study programme.

Required attachments to the application form:

- o Curriculum vitae
- o Motivation letter
- o Transcript of grades for the first two years of previous studies at the school corresponding to the bachelor's degree (the document must be in English, Czech or Slovak, or officially translated into one of these languages)

The admission fee is 880 CZK and it is paid for each application submitted. The fee must be paid by 29 February 2024.

### **Payment information:**

Account name: Univerzita Karlova

Account number: 19-2764980247/0100, KB Praha - město, Václavské náměstí 42, 114 07, Praha 1

Constant symbol: 0308

Variable symbol: 988018

IBAN: CZ8701000000192764980247

SWIFT (BIC): KOMBCZPPXXX

Specific symbol: the ID number generated by the information system after the application is submitted.

In 'notes for recipient', list the name of the applicant.

When paying from abroad it IS NECESSARY TO PAY ALL applicable bank fees.

If an application does not meet all the stated requirements or the application fee has not been paid, the faculty will request the applicant to rectify the matter and grant him/her adequate time to do so. If the matter is not resolved by the applicant within this time, the admission process is suspended. Application fees are non-refundable.

### **Admission exam**

Regular date: May 6. – 17., 2024

Special date: May 24. – 31., 2024

**Invitations** to the admission exam **are only sent electronically** through the university's electronic information system and no later than 30 days before the exam date. If the faculty sends an invitation for an alternative exam date, this period may be shortened accordingly.

Admission exams **on an alternative date** may only be permitted by the dean for applicants who request an alternative date at least three days after the regular examination date. Only serious reasons, primarily health-related, are considered for an alternative date. Other reasons include study abroad constituting preparation for university study. The request must be duly substantiated in writing and the circumstances in the request must be documented. Other alternative dates are not permitted.

The application is submitted and handled through the university's electronic information system.

### **Description of the admission exam, points**

- The exam takes place in **two** rounds.
- The admission exam is held in English.

#### **First round: (max. 40 points)**

The assessment of the applicants is based on the following documents sent.

- Curriculum vitae (**10 points**),
- List of grades (**10 points**),
- Motivation letter (**20 points**).

To proceed to the second round, the applicants must obtain at least **25** points.

#### **Second round: (max. 60 points)**

**On-line interview with the applicants** about the topics of their chosen study programme (max. **60 points**). Subjects and the extent of the examination is described in the overview of the study programmes.

**Points awarded:**

Curriculum vitae	10 points	<p>The assessment of all the extracurricular activities, scientific and others.</p> <p><b>Great results</b> – proven participation in scientific activities, documented for example by co-authoring a scientific publication, presenting results at a conference, a recommendation from a leader of a scientific team, proof of participation in a scientific project; activities of popular science activities at national and international level; successful participation at the national level of a subject Olympiad; participation in an international Olympiad specified in <u>the overview of criteria</u> (depending on the chosen study programme), other extracurricular activities with a significant national and international impact; 10–8 points</p> <p><b>Sufficient results</b> – proven participation in scientific activities confirmed by a leader of a scientific team, successful participation at the national level of a subject Olympiad specified in the list of criteria (depending on the chosen study programme), activities of popular science at local level, other extracurricular activities with a significant national and local impact; 7–5 points</p> <p><b>Minimum results</b> – the applicant has not proven any of the above-mentioned activities; 4–0 points</p>
Motivation letter	20 points	<p>Readiness of the applicants for the chosen study programme is assessed.</p> <p><b>Convincing motivation</b> – well thought-through motivation which is related to the content of the chosen study programme; 20–15 points</p> <p><b>Partially convincing motivation</b> – relatively thought-through motivation which is partially related to the content of the chosen study programme; 15–10 points</p> <p><b>Not convincing motivation</b> – not prepared or adequate motivation which is not related to the content of the chosen study programme; 10–0 points</p>
Grades	10 points	<p>The grades in the subjects listed during the first two years of studies are assessed (according to the study programme chosen):</p> <ul style="list-style-type: none"> <li>• <i>Botany</i>: botany (vascular plants, non-vascular plants), ecology and other relevant subjects</li> <li>• <i>Ecology</i>: ecology, evolutionary biology, systematic subjects and other relevant subjects</li> <li>• <i>Demography</i>: four subjects relevant from the point of view of demography, chosen by the admission committee</li> <li>• <i>Geodynamics</i>: geology, petrology, structural geology, geotectonics, geochemistry, mineralogy</li> <li>• <i>Immunology</i>: immunology, cell biology, genetics, molecular biology, biochemistry</li> </ul>

		<ul style="list-style-type: none"> <li>• <i>Parasitology and Infection biology</i>: all the courses in biomedicines (e.g., immunology, cell biology, microbiology, virology, parasitology, anatomy, physiology)</li> </ul> <p>The resulting percentual share of the grades “výborně” is divided by 10 and rounded = the result is the number of points on the scale from 0 to 10.</p> <p>In case of oral, point or percentual grades, the applicant is obliged to provide a document of conversion of the results issued by their university (or other relevant institution).</p>
Admission exam	60 points	<p>The knowledge, especially in the field of the chosen study programme, is assessed. The exam checks the knowledge of the general knowledge in the field. The topic of the applicant’s bachelor thesis is also discussed as well as their ideas about their future master thesis.</p> <p>The admission exam is held in English.</p>

### Overview of the criteria for curriculum vitae assessment:

<i>Botany</i>	<p>Successful participants in the national round of the following Olympiads:</p> <ul style="list-style-type: none"> <li>• Biology Olympiad, category A</li> </ul> <p>Participants in international Olympiads:</p> <ul style="list-style-type: none"> <li>• (International Biology Olympiad - IBO)</li> </ul>
<i>Ecology</i>	<p>Successful participants in the national round of the Olympiads in relevant disciplines according to the decision of the admission committee. Participants in the international Olympiads in relevant disciplines according to the decision of the admission committee.</p>
<i>Demography</i>	<p>Successful participants in the national round of the Olympiads in relevant disciplines according to the decision of the admission committee. Participants in the international Olympiads in relevant disciplines according to the decision of the admission committee.</p>
<i>Geodynamics</i>	<p>Successful participants in the national round (Czech, Slovak) of the following Olympiads:</p> <ul style="list-style-type: none"> <li>• Chemistry Olympiad, category A and E</li> <li>• Math Olympiad, category A</li> <li>• Olympiad in Physics, category A</li> </ul> <p>Participants in international Olympiads:</p> <ul style="list-style-type: none"> <li>• Chemistry (International Chemistry Olympiad – IChO)</li> <li>• Mathematics (International Mathematical Olympiad – IMO)</li> <li>• Physics (International Physics Olympiad – IPhO)</li> </ul>
<i>Immunology</i>	<p>Successful participants in the national round (Czech, Slovak) of the following Olympiads:</p> <ul style="list-style-type: none"> <li>• Biology Olympiad, category A</li> <li>• Chemistry Olympiad, category A and E</li> </ul> <p>Participants in international Olympiads:</p> <ul style="list-style-type: none"> <li>• Biology (International Biology Olympiad – IBO)</li> <li>• Chemistry (International Chemistry Olympiad – IChO)</li> </ul>

<i>Parasitology and Infection biology</i>	Proven experience in the field of biomedicine. Successful participants in the national round of the Olympiads in relevant disciplines according to the decision of the admission committee. Participants in the international Olympiads in relevant disciplines according to the decision of the admission committee.
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### Viewing a personal file

After notification of the dean's decision regarding the outcome of the admission process, the applicant is entitled to view their file. The administrative and organizational conditions for viewing are determined by the dean.

Specialization is chosen by students when registering for the first year of their studies.

### Tuition fee

Students of the programmes in English must pay a tuition fee for studying in a foreign language. The fee is stipulated in the amendment no. 2 to the Statute of Charles University.

### Contact information

Further information is available at the faculty's Department of Study Affairs.

Mail communication: Univerzita Karlova, Přírodovědecká fakulta, Studijní odbor, Albertov 6, 128 00 Praha 2

Communication in person: Studijní odbor (Department of Study Affairs), Na Slupi 16 (on the grounds of the Botanical Garden), Praha 2

Jana Skalická, phone number: + 420 221951155, e-mail: [prihlaska@natur.cuni.cz](mailto:prihlaska@natur.cuni.cz)

Further information is available at the following websites:

<https://www.natur.cuni.cz/fakulta/uchazeci>

<https://www.natur.cuni.cz/fakulta/studium/studijni-odbor>

### Overview of the study programmes open in the academic year 2024/2025

Study programme	Form and standard length of study	Subject and description of the admission exam
Botany (Botanika) with specializations: <i>Plant ecology</i> <i>Bryology and lichenology</i> <i>Mycology</i> <i>Algology and algal ecology</i> <i>Vascular plants</i>	full-time 2 years	Botany <i>The exam checks the knowledge of the general knowledge in the field. The topic of the applicant's bachelor thesis is also discussed as well as their ideas about their future master thesis.</i>
Ecology (Ekologie) with specializations:	full-time 2 years	Ecology

<p><i>Aquatic Ecology</i> <i>Terrestrial Ecology</i></p>		<p><i>The exam checks the knowledge of the general knowledge in the field. The topic of the applicant's bachelor thesis is also discussed as well as their ideas about their future master thesis.</i></p>
<p>Immunology (Imunologie) <i>no specialization</i></p>	<p>full-time 2 years</p>	<p>Immunology <i>The exam checks the knowledge of the general knowledge in the field. The topic of the applicant's bachelor thesis is also discussed as well as their ideas about their future master thesis.</i></p>
<p>Parasitology and Infection Biology (Parazitologie a infekční biologie) <i>no specialization</i></p>	<p>full-time 3 years</p>	<p>Infection Biology <i>The exam checks the knowledge of the general knowledge in the field. The topic of the applicant's future master thesis is discussed.</i></p>
<p>Demography <i>no specialization</i></p>	<p>combined study 2 years</p>	<p>Demography <i>The exam checks the knowledge of the general knowledge in the field. The topic of the applicant's bachelor thesis is also discussed as well as their ideas about their future master thesis.</i></p>
<p>Geology with specialization Geodynamics</p>	<p>full-time 2 years</p>	<p>Geology <i>The exam checks the knowledge of the general knowledge in the field. The topic of the applicant's future master thesis is discussed.</i></p>