

RULES OF ADMISSION PROCEDURE

of the PRIGO University



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Part One
Introductory provisions

Article 1

1. Applicants for studies at the PRIGO University are admitted to study in accordance with Act No. 111/1998 Coll., on Higher Education and on Amendments and Additions to Other Acts (the Higher Education Act), as amended (hereinafter as „the Higher Education Act“), and with these Rules of the Admission Procedure.
2. The Rules of Admission Procedure of the PRIGO University are an internal regulation of the university.
3. Only a candidate who has fulfilled the conditions under Section 48(1) of the Higher Education Act, which stipulates that the condition for admission to study in a bachelor's or master's degree programme is the attainment of secondary education with a matriculation examination, may be admitted to study in an accredited study programme of a higher education institution. Admission to study in a master's degree programme which is a continuation of a bachelor's degree programme is also conditional on the proper completion of studies in any type of degree programme.
4. Another condition for admission to study in an accredited study programme at a higher education institution is successful completion of an entrance examination in accordance with the provisions of Section 49(4) of the Higher Education Act. The entrance examination may be waived under the conditions set out in the Rector's Decree on the rules of the admission procedure.

Article 2

Course of the admission procedure

1. The rules of the admission procedure to an accredited study programme shall be established by the Rector of the university by means of a Decree on the rules of the admission procedure, which specifies the provisions of these Admission Procedure Regulations in more detail.
2. The evaluation of applicants for study consists of criteria announced by the Rector of the university, which take into account, in particular, the applicant's general prerequisites for study in accordance with the mission of the university and the applicant's deeper interest in the chosen study programme, as well as, where appropriate, the professional prerequisites for study given by the nature of the study programme and the study results in the immediately preceding degree or level of study.

3. The admission procedure to study in an accredited study programme is individually adapted to the needs of the programme and may include only a written, or only an oral, or a combined entrance examination.
4. The publication of the Decree on the rules of the admissions procedure shall take place in accordance with Section 49(5) of the Higher Education Act no later than four months before the end of the deadline for the submission of applications, except in the cases specified in Section 49(6) of the Higher Education Act. The Decree includes:
 - a) deadlines for the submission of applications for studies and the form of application,
 - b) the conditions of admission,
 - c) the date, form and content of the entrance examination, together with the evaluation criteria,
 - d) the number of students admitted to individual study programmes,
 - e) the amount of the admission fee,
 - f) a list of documents forming a mandatory annex to the application pursuant to Section 48(1) and (4)(a), (b) and (c) of the Higher Education Act.
5. The information pursuant to paragraph 4 shall be published by the university on the official notice board and in the public section of the university's website.
6. The Rector of the university may, in accordance with these Rules, announce an extraordinary date for the admission examinations and, together with it, an extraordinary deadline for the submission of applications.
7. The admission procedure is initiated on the date of receipt of the application for study at the university.

Article 3

Decision on the result of the admission procedure

1. An applicant who has fulfilled the admission requirements will receive a decision on admission to study in the given study programme.
2. Other applicants will receive a decision not to be admitted to study at the university.
3. Admission to study is decided by the Rector of the university on the basis of the results of the admission procedure.
4. The decision on the result of the admission procedure must be issued within 30 days of verification of the conditions for admission to study. The university is not obliged to inform the applicant of the opportunity to comment on the grounds of the decision before issuing a decision on the matter.

5. The applicant has the right to inspect the file only after notification of the decision on the outcome of the admission procedure. The university may provide the applicant with a copy of the file instead of allowing him/her to consult the file.
6. The tenderer may appeal against the decision within 30 days from the date of its notification. The rector shall be the administrative body responsible for the appeal. The Rector shall review the conformity of the contested decision and the procedure preceding the decision with the law, the internal regulations of the university and the conditions of admission to study set by the university.
7. In accordance with the provisions of Section 69a of the Higher Education Act, the university delivers the decision on the result of the admission procedure to applicants for study itself or through the postal service operator. If the decision grants the applicant's application for admission to study, the decision may be delivered to the applicant via the electronic information system of the college if the applicant has agreed to this method of delivery in advance on the application form. In such a case, the date of delivery and notification of the decision shall be the first day following the date on which the decision is made available to the applicant in the electronic information system.
8. Upon notification of the decision on admission to the study, the applicant becomes entitled to enrol in the study. Enrolment takes place at the university on the date set by the Rector's Decree on the academic year schedule.

Article 4

Final provisions

1. These Rules of Admission Procedure established in accordance with the Statute of the PRIGO University were approved by the Board of Trustees on 11 July 2020.
2. These Rules of Admission Procedure cancel the Rules of Admission Procedure of the University of Social and Administrative Affairs, registered by the Ministry of Education, Youth and Sports on 10 November 2017 under No. MSMT-21550/2017-5.
3. Pursuant to Sections 36(4) and 41(2) of the Higher Education Act, these Rules of Admission Procedure shall enter into force on the date of registration by the Ministry of Education, Youth and Sports and shall become effective on the day following the date of registration.

For the Board of Trustees on 11 July 2020

JUDr. Pavel PETR, Ph.D., LL.M.