



**Internal regulation
Faculty of Informatics and Information
Technologies
Slovak University of Technology in
Bratislava**

No. 3/2025

**Further conditions of admission to bachelor
study program in English language at the
Faculty of Informatics and Information
Technologies of the Slovak University of
Technology in Bratislava for the academic
year 2025/2026**

Dátum: 18. 02. 2025

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in English language
at the Faculty of Informatics and Information Technologies
of the Slovak University of Technology in Bratislava
for the academic year 2025/2026**

**Art. 1
Introductory provisions**

(1) Further conditions of admission to bachelor study programs in English language (hereinafter referred to as "bachelor study") at the Faculty of Informatics and Information Technologies of the Slovak University of Technology in Bratislava (hereinafter referred to as "faculty" or "FIIT STU") for the academic year 2025/2026 (hereinafter referred to as "further conditions of admission") are determined on the basis of Section 57 (1) of Act No. 131/2002 Coll. 5/2013 Rules and Conditions of Admission to Study Programs of First, Second and Third Degree at the Slovak University of Technology in Bratislava, as amended (hereinafter referred to as "STU") and the Statute of FIIT STU (Article 18 (1)). They regulate in detail in particular the deadline for submission of applications for bachelor studies, the method of determining the number of admitted applicants for bachelor studies, the conditions of admission, the method of verifying their fulfilment and the method of evaluating the results.

**Art. 2
General principles and considerations for determining the suitability of applicants**

(1) The basic condition for admission to the bachelor's program is the acquisition of a complete secondary education or a complete secondary vocational education¹.

(2) The professional competence of applicants for a bachelor's degree shall be assessed based on the results of studies at secondary school, supported by appropriate documents, and/or other achievements demonstrating the professional competence of the applicants as determined by these further conditions of admission. Foreign applicants and applicants who have completed secondary education abroad shall submit a decision on the recognition of a document on education issued by the relevant district office in the seat of the region within the meaning of Act No. 422/2015 Coll. on the recognition of documents on education and on the recognition of professional qualifications and on the amendment and supplementation of certain acts, as amended.

¹ § 56 par. 1 of the Act

**Art. 3
Organizational principles**

(1) An applicant will be included in the admission procedure if he/she delivers an application for studies in electronic form without a guaranteed electronic signature using the STU Academic Information System (hereinafter referred to as "AIS" and "electronic application") by the deadline set by the dean. The application of electronic applications in the AIS is available on the faculty's website no later than two months before the last day for submission applications for studies.

(2) A candidate for studies may deliver a paper application form completed outside the AIS on a form prescribed by the Ministry of Education, Youth and Sports of the Slovak Republic to the address of the faculty. The faculty accepts applications in paper forms delivered to the study department with the date of dispatch no later than 30 April 2025.

(3) The applicant shall pay a fee for the material support of the admission procedure². Neither the material fee nor any part of it shall be refunded to the applicant after the submission of the application or after the deadline for the submission of applications.

(4) In addition to the required attachments pursuant to point (5) of this Article, the applicant shall attach to the application form a confirmation (copy) of payment of the material admission fee pursuant to point (3) of this Article, if he/she has not paid the material admission fee by credit card in the electronic application form in the AIS.

(5) The applicant shall deliver the following attachments to the application form to the faculty by the date set for the submission of the application form:

a) Curriculum vitae

b) a copy of proof of payment of the admission fee (postal order, bank statement)

c) a copy of applicant's passport

d) Proof of English knowledge/Certificate/Proof of English proficiency level a certificate of the level of knowledge of the English language (unless the study in the secondary school was in English) - MUST BE DELIVERED IN PAPER FORM until the day of enrollment to study

e) Documents certifying graduation from a previous level of study (Maturita certificate, etc.);

a certificate of completion of secondary education (If the certificate of completion of secondary education is issued in a language other than Slovak or English, the applicant shall deliver its official translation into Slovak or English or a notarized copy, and a recognition of education. If the applicant graduated from Slovak secondary school, he/she delivers a notarized copy of the graduation certificate) – these MUST BE DELIVERED IN PAPER FORM until the day of enrollment to study.

f) a recognition of education - <https://www.minedu.sk/recognition-of-completed-studies-at-primary-and-secondary-schools-abroad>

(6) The documents attached to the application form shall not be returned to the applicant but shall remain part of the admission documentation.

(7) The number of applicants that the faculty may admit studying the relevant study programs of the Bachelor's degree is determined by the Dean of the Faculty³ based on proposals of the directors of institutes responsible for the relevant study program.

² § 92 par. 12 of the Act

Art. 4

Evaluation of the admission procedure

(1) The main aim of the admission procedure for the bachelor studies is to verify applicant's professional competence to study in the chosen study program.

(2) The evaluation of the admission procedure and the proposal of applicants for admission to bachelor studies in the relevant study program shall be carried out by the admission and/ or examination committee for the assessment of the professional competence of applicants for bachelor studies, which shall be appointed by the Dean of the Faculty. The admissions committee shall draw up a list of applicants, arranged according to their scores. The dean may increase the number of admitted candidates by a maximum of 50%.

(3) The entrance examination shall be written and oral, thematically focused on the area given by the field of study in which the relevant study program is pursued. The detailed content will be determined by the Dean of the Faculty.

- (4) The written part of the entrance examination will be in mathematics and will be held online.
- (5) The oral part of the entrance examination shall be held before a committee, in person, or online, appointed in accordance with point (2) of this Article.
- (6) A protocol shall be kept of the conduct of the entrance examination.
- (7) In the evaluation, the committee shall consider:
- a) the applicant's English language ability,
 - b) the applicant's proven professional knowledge and skills in the field of study concerned.
- (8) The Committee shall rank the candidates based on the assessment under point (7) of this Article. The selection of applicants proposed for admission shall be based on the ranking of the applicants and the number of applicants the faculty has decided to admit studying the relevant program of study.

³ pursuant to § 55 par. 7 of the Act and Art. 2 points 1 to 3 of the internal regulation STU no. 5/2013 Rules and conditions of admission to the study of first, second and third degree study programs at the Slovak University of Technology in Bratislava, as amended.

Art. 5

Decision on the outcome of the admission procedure

- (1) The Dean of the Faculty decides on the admission of an applicant to study.
- (2) The details of the decision on the result of the admission procedure and its delivery shall be governed by the law and the internal regulations of STU⁴.
- (3) An applicant may submit a request for a review of the dean's decision within eight days from the date of its delivery. The application shall be submitted to the faculty registry. The procedure for handling an application for review of the decision on the result of the admission procedure shall be governed by the law and the internal regulation of STU⁵.

⁴ § 58 par. 7 of the Act and Art. 9 of the internal regulation STU no. 5/2013 Rules and conditions of admission to the study of first, second and third degree study programs at the Slovak University of Technology in Bratislava, as amended.

⁵ § 58 par. 8 of the Act and Art. 9 of the internal regulation STU no. 5/2013 Rules and conditions of admission to the study of first, second and third degree study programs at the Slovak University of Technology in Bratislava, as amended.

- (4) An applicant for a bachelor studies who has obtained a score of at least 70 in the admission procedure according to Article 4 (4) shall automatically be admitted to his/her chosen study program.
- (5) The dean, in accordance with the capacity of the individual departments providing study programs, may reduce the point threshold for automatic admission to the study referred to in point (4) of this Article. The faculty shall publish this information no later than 14 calendar days before the meeting of the admissions committee.
- (6) An applicant for a bachelor's degree program who has obtained a final score of less than 50 points in the admission procedure according to Article 4 (4) shall not be admitted to the chosen study program due to failure to meet the requirements of the admission procedure.

(7) An applicant for a bachelor studies who has not passed the matriculation examination in English language or has not obtained a language certificate in English language at the level of at least B2 shall not be admitted to the chosen study program due to failure to meet the requirements of the admission procedure.

(8) The dean may reduce the point threshold referred to in point (6) of this Article in accordance with the capacity of the individual departments providing the study programs. The faculty shall publish this information no later than 14 days before the meeting of the admissions committee.

Art. 7
Final provisions

(1) These additional conditions of admission to bachelor studies at FIIT STU come into force and affect the date of approval by the Academic Senate of FIIT STU.

Bratislava, 18 February 2025

doc. Ing. Ján Lang, PhD.
Chairman of the Academic Senate

prof. Ing. Ivan Kotuliak, PhD.
Dean of FIIT STU in Bratislava FIIT STU in Bratislava