

Internal regulation
Number: 2/2024

**Further conditions of admission to doctoral study programs
at the Faculty of Informatics and Information Technologies
of the Slovak University of Technology in Bratislava
for the academic year 2024/2025**

Date: 13 February 2024

Further conditions of admission to doctoral study programs at the Faculty of Informatics and Information Technologies of the Slovak University of Technology in Bratislava for the academic year 2024/2025

Art. 1

Introductory provisions

- (1) Further conditions of admission to doctoral study programs (hereinafter referred to as "doctoral studies") 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 2024/2025 (hereinafter referred to as "further conditions of admission") are determined on the basis of Section 57 (1) (h) of Act No.131/2002 Coll., 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 the submission of applications for doctoral studies, the method of determining the number of accepted candidates for doctoral studies, the conditions of admission, the method of verifying their fulfilment and the method of evaluating the results.

Art. 2

General principles and criteria for determining the professional competence of candidates

- (1) The basic condition for admission to doctoral studies is the completion of a second degree¹. This condition is also fulfilled by graduates of study fields according to older regulations. For the purposes of this Regulation, the completion of a study program of a combined first and second degree shall also be regarded as the completion of a study program of a second degree.
- (2) The professional competence of applicants for doctoral studies shall be assessed based on the content and results of previous studies at the second level of university education, which are supported by appropriate documents, and on the basis of the results of the entrance examination.

Art. 3

Organizational principles

- (1) Doctoral studies begin in the first semester of the academic year².
- (2) A candidate shall 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 set for the submission of applications for studies.

¹ § 56 par. 3 of the Act

² § 61 par. 3 of the Act

- (3) A candidate for studies may also deliver a paper application form completed outside the AIS on the 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 31 May 2024.
- (4) The applicant will pay a fee for the material support of the admission procedure. Neither the material fee nor any part of it shall be refunded to the applicant after the deadline for the submission of applications.
- (5) In addition to the attachments required point (7) of this Article, the applicant shall attach to the application form a receipt (copy) of payment of the material support fee under point (4) of this Article. The confirmation shall be attached only by the applicant who has not paid the fee for the material support of the admission procedure by credit card in the AIS electronic application.
- (6) The topics of dissertations for which an applicant may apply in the doctoral admission procedure, as well as the supervisors for each topic, shall be published at the latest two months before the last day set for the submission. Applicants shall apply for one of the themes advertised.
- (7) The applicant shall deliver the following annexes to the application form to the faculty by the specified deadline:
 - a) a curriculum vitae,
 - b) a motivation letter,
 - c) a draft thesis of the dissertation project,
 - d) the results of previous university studies (Article 2 (1))
 - a transcript of courses and grades obtained during the previous university study confirmed by the faculty or university that issued the statement and a certified copy of the document of completion of studies (diploma, state examination certificate); applies to applicants who are not graduates of master studies at FIIT STU,
 - a transcript of courses and grades obtained during the previous university study will be added to the application form by the FIIT STU Study Department; valid for students who are graduates of master studies at FIIT STU,
 - e) a list of his/her published and unpublished works, or expert opinions of these works, evidence on significant results of his/her professional activities in the field of informatics and information technologies, as well as in other types of professional activities,
 - f) an applicant candidate with an impaired capacity for work shall attach a doctor's certificate of medical fitness and may also attach an application based on which the form and manner of the admission examination will be determined, considering his or her disability.
- (8) The documents accompanying the application form shall not be returned to the applicant but shall remain part of the admission file.
- (9) The number of applicants that the faculty may admit for the study of the relevant doctoral study programs shall be determined by the Dean of the Faculty³ based on the proposals of the directors of the institutes responsible for the relevant study program.

³ pursuant to § 55 par. 7 of the Act, 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. 4**Entrance examination and evaluation of the admission procedure**

- (1) The main aim of the admission procedure for doctoral studies is to verify the applicant's professional ability to study in the chosen study program and to determine the applicant's prerequisites for independent creative activity in the field of informatics and information technologies.
- (2) The evaluation of the admission procedure and the proposal of applicants for admission to doctoral 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 doctoral studies (hereinafter "committee"), which shall be appointed by the Dean of the Faculty.
- (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 oral part of the entrance examination shall be held before a committee appointed in accordance with point (2) of this Article.
- (5) A protocol shall be kept of the conduct of the entrance examination.
- (6) In the evaluation, the committee shall consider:
 - a) the applicant's English language ability,
 - b) the results of previous studies,
 - c) the applicant's proven professional knowledge and skills in the field of study concerned,
 - d) a significant professional achievement in the field of computer science and information technologies,
 - e) the applicant's aptitude for independent creative activity in the field of computer science and information technologies.
- (7) The Committee shall rank the candidates based on the assessment under point (6) of this Article. The selection of applicants proposed for admission shall be based on the ranking of the applicants, the applicants' preferred topic and the number of applicants the faculty has decided to admit studying the relevant program of study.

Art. 5**Decision on the results 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 STU ⁴.
- (3) An applicant may submit a request for review of the dean's decision within eight days from the date of its delivery. The request is submitted to the faculty registry. The procedure for handling

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.

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 STU ⁵.

- (4) An applicant for doctoral studies who, in accordance with Article 4 (6), fails to demonstrate sufficient eligibility for doctoral studies of the chosen study program before the committee, shall not be admitted due to failure to meet the requirements of the admission procedure.
- (5) An applicant for doctoral studies not referred to in point (4) of this Article shall be deemed to be a successful applicant.
- (6) The committee shall submit a proposal for admission to the dean for the applicants listed in point (5) of this Article, ranked in accordance with Article 4 (7).

Art. 6

Final provisions

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

Bratislava, 13 February 2024.

doc. Ing. Ján Lang, PhD.
Chairman of the Academic Senate
FIIT STU in Bratislava

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

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.