Admission Requirements for the Master's Degree Program at the Faculty of Economics, Prague University of Economics and Business, taught in English for the Academic Year 2025/2026

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Open Day: December 2024 (in-person and online)

Master's Degree Program Taught in English Opening in the Academic Year 2025/2026

Name	Standard Length of Study	Expected Number of Admitted Applicants	Form of Study
Economics and Public Policy	2 years	50	Full-time

ADMISSION REQUIREMENTS FOR STUDY AT THE FACULTY OF ECONOMICS, PRAGUE UNIVERSITY OF ECONOMICS AND BUSINES

A legal requirement for admission to the master's degree program is the completion of a bachelor's degree program with an economic focus.

The Economics and Public Policy program is a paid program.

An applicant may be admitted to the master's degree program taught in English if they
   a) pass the entrance exam,
   b) provide proof of completion of a bachelor's degree program with an economic focus.

Entrance Exam
The entrance exam will be conducted in English and consists of three parts: creating a CV, writing an essay, and submitting a motivational video. It is recommended that the applicant is at least an upper-intermediate level of English proficiency.

- The CV must include information about previous studies, relevant work experience, and other relevant activities. The format and structure are not strictly defined. It must be submitted in PDF format.
- The essay topic is not predetermined but should be related to the focus of the study program. The requirement is to create a coherent text on a chosen topic, demonstrating the applicant's ability to express and formulate their thoughts. The specified length is two standard pages.
- In the motivational video, the applicant should present their motivation for study, qualifications, benefits, and strengths. The time limit is set to a maximum of 2 minutes,

and there are no restrictions in terms of creativity. The video should be uploaded to www.youtube.com.

The resume, essay, and the YouTube link to the video must be attached to the electronic application in PDF format.

The admission decision is based on a point evaluation system, with the results of each part of the entrance exam weighted as follows: 25 % for the CV, 35 % for the essay, and 40 % for the motivational video. The applicant can achieve a maximum of 100 points.

Applicants who have completed a bachelor's degree program at the Faculty of Economics VSE and have never been enrolled in a master's program at the Faculty of Economics that they did not complete, may be admitted without taking the entrance exam.

Application for Study
- The application for study in the academic year 2025/2026 can be submitted within three deadlines (including the receipt of payment in the account). The application deadlines are:
  o **by February 28, 2025,**
  o **by April 30, 2025,**
  o **by June 15, 2025.**
- The application must be submitted exclusively online at http://prihlasky.vse.cz. All required information must be filled in the application (including the applicant's secondary school field of study).
- The fee for admission procedure services is 960 CZK / 50 EUR and can be paid either immediately upon submitting the application by credit card or by bank transfer (the account number and variable symbol will be sent to the email address provided in the application). The payment must be received in the VSE account no later than the application deadline (i.e., by February 28, 2025, April 30, 2025, or June 15, 2025).
- The applicant is considered registered once the fee for admission procedure services has been credited to the VSE account in the correct amount and manner as specified above, and all required information has been fully completed in the application.
- Late changes to the application (after submission and payment deadlines) will not be accepted. If the paid amount is lower (for example, due to a bank handling fee), the applicant will not be considered registered. The fee for admission procedure services is non-refundable.

Verification of Admission Requirements
- Documents required to be submitted with the application (e.g., a copy of the diploma) must be provided exclusively in electronic form, specifically in a digitally signed (converted) version (including a verification clause). The document must first be converted into electronic format (PDF) at a Czech POINT branch and then uploaded to the application. Simple scans of documents are not accepted.
- An applicant who has obtained foreign education (except in the Slovak Republic) by completing a bachelor's degree program at a foreign university can prove the fulfillment of the bachelor's degree requirement in one of two ways:

a) through internal recognition via https://edu.vse.cz/: the document is not uploaded to the application. Once the request for educational assessment has been processed, confirmation will automatically be reflected in the application.
or
b) through recognition by the Ministry of Education, Youth, and Sports (MŠMT) via https://www.msmt.cz/vzdelavani/nostrifikace: the applicant submits a digitally signed (converted) copy of the recognition document.

Admission Decision
- Applicants who have taken the entrance exam may be admitted if they have achieved at least 70 points. The number of points obtained in the entrance exam can be viewed by the applicant in the VSE Student Information System.

Enrollment in Study
- Enrollment in the study program is conducted continuously online via the e-return form, based on information stored in the applicant's repository. Applicants will enroll online in the Study Information System (InSIS) under the section "Return Form for the VSE Study Application" after receiving the admission notification and within the deadline set by the faculty dean. Enrollment must be completed no later than September 15, 2025.
- Applicants will automatically receive an email from InSIS with further necessary details regarding enrollment.
- Once the applicant has received the admission notification and confirmed the e-return form in the Study Information System (InSIS), they will be enrolled in the study program. Subsequently, an InSIS account, including a password, will be created. Both credentials will be available in the applicant's electronic application after logging in.
- All study confirmation documents (with a digital seal) will be available in InSIS after enrollment (Student Portal – Print Documents – Print Digitally Sealed Documents). The generated document will be stored in the Student Document Repository in InSIS. The procedure for converting the document into a printed format is described in detail here.