Admission Requirements for the Bachelor's Degree Program at the Faculty of Economics, Prague University of Economics and Business, taught in English for the Academic Year 2027/2028

Contact:
Address: Nám. W. Churchilla 4, 130 67 Prague 3
Website: nf.vse.cz, econ.vse.cz
Contact Person: Bc. Jitka Hofmannová, MBA, email: jitka.hofmannova@vse.cz

Open Day: December 2026 (in-person and online)

Bachelor's Degree Program Taught in English Opening in the Academic Year 2027/2028

Name	Standard Length of Study	Expected Number of Admitted Applicants	Form of Study	Minimum Score for Entrance Examination
Economics	3 years	120	Full-time	70

The admission requirements for study at the Faculty of Economics, Prague University of Economics and Business (hereinafter "VŠE"), are set out in the Regulation on the Admission Procedure of the Faculty of Economics for the relevant academic year. A legal requirement for admission to the bachelor's degree program is the completion of full secondary general or full secondary vocational education.

The Economics program is a fee-paying program.

An applicant may be admitted to the bachelor's degree program taught in English if they:

a) pass the entrance examination,
b) submit a certified copy of the foreign secondary school leaving certificate,
c) submit confirmation from the foreign secondary school or another competent authority in that country that the applicant's secondary education qualifies them to apply for bachelor's degree studies there,
d) submit a scanned copy of their passport, and
e) if the documents in (b) and (c) are not in Czech or English, submit an official translation of them into one of these languages.

Entrance Examination

The entrance examination is conducted in English and consists of three parts: submitting a CV according to a given template, submitting a motivation video, and taking part in a remote

subject-focused admission interview. Applicants are advised to have at least an upper-intermediate level of English.

- **CV:** Applicants must use the provided CV template, available at CV-Template_-Bachelors-Applicants_Student_Name.docx. The CV must include information about previous studies, relevant work experience, and other relevant activities. The CV must be submitted electronically as a PDF attached to the application.
- **Motivation video:** Applicants present their motivation for studying, their qualifications, and their strengths. The video may be up to 2 minutes long, and there are no restrictions on creativity. It must be uploaded to YouTube. The YouTube link must be inserted into a Word document, converted to PDF and attached to the application.
- **Remote subject-focused admission interview:** Applicants will be invited to an interview once they have electronically submitted their CV, motivation video and a copy of their passport, and have paid the application fee. Admission interviews will take place in the first week of March. The interview is held remotely, lasts approximately 5 minutes and focuses on the subject area of the study program. It is a short professional conversation aimed at assessing whether the applicant has the academic prerequisites for successful study in the Economics program, as well as getting to know their educational background.

Admission is decided by a points-based evaluation, with the parts of the entrance examination weighted as follows: 35 % for the CV, 25 % for the motivation video, and 40 % for the admission interview.

Applicants can score a maximum of 100 points; at least 70 points are required for admission. Applicants can see their results in the VŠE Student Information System (InSIS).

Application for Study

- The application for study in the academic year 2027/2028 can be submitted electronically in up to three rounds; the fee must also be received by the relevant deadline. The application deadlines are:
  - **by February 28, 2027,**
  - **by April 30, 2027.**

  The Dean of the Faculty may decide to open a third round with a deadline of June 15, 2027.
- The application must be submitted electronically, exclusively online, at https://prihlasky.vse.cz. All required information must be completed in the application (including the applicant's secondary school field of study).
- The fee for admission procedure services is 100 EUR and can be paid either by credit card immediately upon submitting the application 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 credited to the VŠE account no later than the application deadline (i.e., by February 28, 2027, April 30, 2027, or June 15, 2027, if a third round is held).

- The applicant is considered registered once the fee for admission procedure services has been credited to the VŠE account in the correct amount and in the manner specified above, and all required information has been fully completed in the application.
- Late changes to the application (after the submission and payment deadlines) will not be accepted. If the paid amount is lower (for example, due to bank charges), the applicant will not be considered registered. The fee for admission procedure services is non-refundable.

Verification of Admission Requirements

- Documents required for the application (e.g., a copy of the secondary school leaving certificate) can be submitted in one of the following ways:
  a) by post, as officially certified hard copies sent to the following address:
  VŠE in Prague
  Legal Department
  Nám. W. Churchilla 4
  130 67 Prague 3, Czech Republic
  b) electronically, as an authorized conversion of the document into electronic form (PDF) with a verification clause, uploaded to the electronic application. The conversion can be made at any Czech POINT office.
- If an applicant for admission has completed foreign secondary education by graduating from a secondary education program at a foreign secondary school, at an international secondary school, at a European School operating under the *Convention defining the Statute of the European Schools*, or at a school at which the Ministry of Education has permitted compulsory school attendance under the Education Act, the applicant must demonstrate that they have completed **secondary education with a school-leaving examination** (maturita). This requirement may be fulfilled in one of the ways specified in Section 48 of the Higher Education Act, namely:
  - by a decision on the general recognition of foreign education,
  - by holding a European Baccalaureate,
  - by holding an International Baccalaureate,
  - by submitting a document on foreign education recognized as equivalent under an international treaty, or
  - through an assessment of foreign education carried out by VŠE.

- The assessment process is initiated by the Faculty to which the applicant has duly submitted an application for study electronically.

If the applicant submits multiple applications for study, the request for assessment of foreign education is processed only once, and the result of the assessment is valid for all study programs of the same type for which the applicant has applied within VŠE.
Submission of the required documents must be completed well in advance of the enrollment deadline or, as applicable, before the deadline set by the Faculty for providing proof of previous education.

Admission Decision

- Applicants who have taken the entrance examination may be admitted if they have achieved at least 70 points. The number of points obtained in the entrance examination can be viewed in the VŠE Student Information System (InSIS).

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 VŠE Study Application" after receiving the admission notification and within the deadline set by the Dean. Enrollment must be completed no later than September 17, 2027.
- 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 (login name and password) will be created. The login details 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.

All documents related to the admission process are transmitted by VŠE through the InSIS electronic information system.