

Terms and Conditions of Admission to the Faculty of Economics and Administration, Masaryk University Doctoral Degree Programmes in the academic year 2021/2022

Masaryk University's Faculty of Economics and Administration (referred as „FEA MU“), respecting the stipulations in chapters 48, 49 and 50 of the Act no. 111/1998 on higher education as amended, sets the following terms and conditions of admission to Doctoral Degree Programme (referred as „DDP“).

DDP Admission Procedures

FEA MU doctoral degree programmes entrance examinations take place twice a year:

- At the end of spring semester 2021 (studies to begin in the autumn semester 2021).
- At the end of autumn semester 2021 (studies to begin in the spring semester 2022).

The entrance tests are done in the on-site form. International applicants who may enter and/or stay in the Czech Republic territory under visa requirement obligation or who cannot sit for the exam for this or another significant reason may apply for sitting for the entrance examination in a remote form.

Regarding to extraordinary measures of the Government of the Czech Republic and Masaryk University, entrance examinations may also take place remotely.

The decision of applicant acceptance/rejection is under Faculty Dean's responsibility made on the basis of examination board's recommendation. An examination board does/does not recommend the applicant for acceptance upon the review of the below specified documents and entrance examination result.

1. Application for Studies: Requirements

The application for DDP studies shall be submitted in electronic form¹. The applicants shall complete the electronic application with the following additional documents²:

- Structured curriculum vitae (list of publication activity recommended),
- Documents proving qualification,
- Dissertation project (on topic approved by supervisor and doctoral board, after supervisor's approval; content determined individually for each programme in 2.3 – 2.8).

If the foreign applicant is unable to sit for the entrance examination in person for serious reasons, the following shall be presented together: an application for an entrance examination held in a remote mode.

1.1 Specification of Higher Education Qualification Documents

In case the applicant is a graduate from Masaryk University, the following shall be submitted:

- a Master's degree diploma copy.

In case the applicant is the holder of a university degree diploma issued in the Czech Republic or Slovak Republic and the applicant is not a Masaryk University graduate, the following shall be submitted:

- an officially certified Master's degree diploma copy.

In case the applicant is the holder of a university degree diploma issued in Hungary, Germany, Poland or Slovenia, the following shall be submitted:

¹ on the website <http://is.muni.cz/application/?lang=en>

² The applicant can submit all the documents electronically into the application or in printed form personally at the Office for Science, Research and Doctoral Studies, at the FEA registry or send by post to the address:

Office for Science, Research and Doctoral Studies
Faculty of Economics and Administration, Masaryk University
Lipová 41a, 602 00 Brno, Czech Republic

- an officially certified Master's degree diploma copy, an officially certified copy of a diploma supplement or of a transcript of records. All submitted documents must be officially translated into Czech or English.

In case the applicant is the holder of a university degree diploma issued in other countries, the following shall be submitted:

- an officially certified Master's degree diploma copy and a proof of verification of previous education in a foreign country³. Previous education is verified either by nostrification or in the regime of § 48 par. 3 and par. 5 of Act No. 111/1998 Coll., On Higher Education Institutions, as amended. The verification must be carried out by the date of enrollment for study set by the faculty.

Given the aforementioned documents are unavailable for the applicant at the time of application submitting, those may be presented subsequently but not later than on the date of his/her enrolment in studies.

2. DDP Entrance Examination

Entrance examinations to the doctoral degree programmes held by FEA MU consist of the following:

- A special test that checks applicant's knowledge (requirements are determined for each programme).
- A special discussion that checks applicant's creative research abilities and his/her motivation for DDP studies (based on the presented documents as requested for each programme).
- An English language test that checks applicant's ability and level of English proficiency including basic economics terminology knowledge; if the applicant submits an application for crediting of the examination and meets the conditions specified in section 2.1, the English language entrance examination may be credited.

The committee appointed for each of PhD programmes by the Dean of the Faculty based on the proposal made by the head of doctoral board consists of three or more members.

Entrance examination parts have got the following weights:

- special test 20 %,
- special discussion 70 %,
- English test 10 %.

2.1 English Language Test

The English language entrance test takes a written form lasting 45 minutes. Applicants are tasked to produce a reflection essay on the defined issue of approximately 300-350 words. The text may be evaluated with 0 –10 points while the lower threshold of passing the English test is 5 points. The produced text shall be evaluated by the appointed personnel of FEA MU Language Centre.

2.1.1 Entrance English Test Acknowledgement: Terms and Conditions

The applicants may **apply** for crediting the entrance examination if they meet below mentioned conditions.

2.1.1.1 In case the applicant is a graduate from FEA MU

- If the applicant is a graduate from FEA MU Bachelor or a five-year Master degree studies, the English language examination shall be credited on the basis of successful completion of the course BPJ_JI4A (no documents are required).
- If the applicant is a graduate from FEA MU Master degree studies accredited in Czech language and he is not a graduate from FEA MU Bachelor degree studies, the English language examination shall be credited on basis of
 - a) an officially verified copy of an acknowledged international certificate that proves passing an English test at the minimum level of C1
 - or
 - b) an officially verified copy of diploma supplement or a certificate of attending a language course at least of C1 level during the Bachelor degree studies issued by the Office for Studies of a university (prescribed study literature of the course and the form and content of the examination confirmed by the Office for Studies of a university).

³ see <https://www.econ.muni.cz/en/admissions/phd-studies/recognition-of-education>

- If the applicant is a graduate from FEA MU Master degree studies accredited in English language, the English language examination shall be credited on basis of Master's diploma (no documents are required).

2.1.1.2 In case the applicant is not a graduate from FEA MU

- If the applicant is a graduate from Master degree studies accredited in English language, the English language examination shall be credited on the basis of an officially verified copy of diploma issued by the Office for Studies of a university.
- If the applicant is a graduate from Master degree studies accredited in other language, the English language examination shall be credited on the basis of:
 - a) an officially verified copy of a diploma or a certificate of attending a language course at least of C1 level issued by the Office for Studies of a university; in addition to the above mentioned documents, it is necessary to present course syllabus, reading required for the course and the examination form and content confirmed by the Office for Studies of a university,
 or
 - b) an officially verified copy of an acknowledged international certificate that proves passing an English test at the minimum level of C1.

2.2 Examination of language competence of foreign countries applicants (apart from Slovakian applicants) applying for DDP accredited in Czech language

The foreign applicants (apart from Slovakian applicants) applying for DDP accredited in Czech language have to prove their competence in Czech language. The competence is testing during the special discussion.

2.3 DDP Entrance Examination in Economics and Ekonomie

The entrance exam takes a written and an oral form.

- The special test takes a written form and lasts 60 minutes. It checks the knowledge of microeconomics and macroeconomics in the extent required for the final state exam (hereinafter referred to as FSE)
 - max. 20 points, min. for acceptance 50 %.
 - The discussion is based on a dissertation project and presented by the applicant. The paper in the extent of 8–12 pages shall content the following:
 - information of diploma thesis topic and achieved conclusions,
 - applicant's motivation to the chosen dissertation thesis topic,
 - dissertation thesis' contribution as planned
 - max. 70 points, min. for acceptance 50 %.
 - An English test
 - max. 10 points, min. for acceptance 50 %.
- Total rating: max. points 100, min. to accept 60 %.

2.4 DDP Entrance Examination in Economic Policy and Hospodářská politika

The entrance exam takes a written and an oral form.

- The special test takes a written form and lasts 60 minutes. It checks the knowledge of general economic theory (with accent placed on macroeconomics) and of economic politics in FSE extent
 - Test: max. 10 points, min. for acceptance 50%
 - Essay: max. 10 points, min. for acceptance 50%.
- The discussion is based on a dissertation project produced and presented by the applicant. The paper in the extent of 8–12 pages shall content the following:
 - applicant's motivation to the dissertation thesis topic as chosen,
 - situation of scientific knowledge in the appropriate issues,
 - the basic vision of dissertation thesis expected results and intended contribution
 - max. 70 points, min. for acceptance 50 %.
- An English test
 - max. 10 points, min. for acceptance 50 %.

Total rating: max. points 100, min. to accept 60 %.

2.5 DDP Entrance Examination in Public Economics and Veřejná ekonomie

- The special test takes an oral form. It checks the knowledge of economics, public economics and public funding.
 - The discussion shall relate to the dissertation project (in the extent of 8–12 pages) produced by the applicant to show applicant's interest in the dissertation thesis topic and the knowledge in the field related to the topic. The paper shall obligatory contain the basic summary of the current situation in knowledge, future dissertation thesis purpose specifications, and an outline of intended methods of solution
 - test + discussion: max. 90 points, min. for acceptance 60 %.
 - An English test
 - max. 10 points, min. for acceptance 50 %.
- Total rating: max. points 100, min. to accept 60 %.

2.6 DDP Entrance Examination in Business Economy and Management and Podniková ekonomika a management

The entrance exam takes a written and an oral form.

- The special test takes the form of an electronic test lasting 60 minutes. It is executed on the day of the entrance examination at the latest. It checks the knowledge of the business economy and management
 - max. 20 points, min. for acceptance 50 %.
 - The discussion relates to the dissertation project in the extent of 8–12 pages produced by the applicant to demonstrate his/her interest in the dissertation thesis topic and the knowledge in the field related to the topic. The paper shall obligatory contain the basic summary of the current situation in knowledge, future dissertation thesis purpose specifications and an outline of intended methods of solution
 - max. 70 points, min. for acceptance 50 %.
 - An English test
 - max. 10 points, min. for acceptance 50 %.
- Total rating: max. points 100, min. to accept 60 %.

2.7 DDP Entrance Examination in Finance and Finance (cz) and Finanzwesen

- The special test shall take an oral form. It checks the knowledge of finance in the extent as required for FSE.
 - The discussion shall relate to the dissertation project (in the extent of 8 –12 pages) produced by the applicant to show his/her interest in the dissertation thesis topic and the knowledge in the field related to the topic. The paper shall obligatory contain the basic summary of the current situation in knowledge, future dissertation thesis purpose specifications and an outline of intended methods of solution
 - test + discussion: max. 90 points, min. for acceptance 50 %.
 - An English test
 - max. 10 points, min. for acceptance 50 %.
- Total rating: max. points 100, min. to accept 60 %.

2.8 DDP Entrance Examination in Regional Economics and Regionální ekonomie

- The special test takes an oral form. It checks the knowledge of regional economics and regional development
 - max. 20 points, min. for acceptance 50 %.
- The discussion shall relate to the dissertation project (in the extent of 8–12 pages) produced by the applicant to show applicant's interest in the dissertation thesis topic and the knowledge in the field related to the topic. The paper shall obligatory contain the basic summary of the current situation in knowledge, future dissertation thesis purpose specifications, and an outline of intended methods of solution
 - max. 70 points, min. for acceptance 50 %

- An English test
 - max. 10 points, min. for acceptance 50 %.
 - Total rating: max. points 100, min. to accept 60 %.

3. Maximum number of students accepted for studies

Maximum number of students accepted for each study programme

Economics	5
Ekonomie	10
Economic Policy	5
Hospodářská politika	10
Public Economics	5
Veřejná ekonomie	10
Business Economy and Management	5
Podniková ekonomika a management	10
Finance	5
Finance (cz)	10
Finanzwesen	5
Regional Economics	5
Regionální ekonomie	10

In Brno on 26/01/2021

doc. Mgr. Jiří Špalek, Ph.D..

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