

Code:	SD2019.02
Category:	Directive of the Faculty of Multimedia Communications
Title:	Directive for a Publicly Announced Admission Procedure for the Doctoral Study Programme P 8206 Visual Arts, Course 8206V102 Multimedia and Design, Full-time and Part-time Type of Study Taught in the English Language
Place of liability:	Faculty of Multimedia Communications, Tomas Bata University in Zlín
Date of issue:	8 January 2019
In force since:	8 January 2019
Issued by:	doc. MgA. Irena Armutidisová, Dean
Number of pages:	3
Number of appendices:	0
Distribution list:	
Signature of the authorized person:	doc. MgA. Irena Armutidisová

## 1. General Information

- (1) This directive is an internal directive of the Faculty of Multimedia Communications of Tomas Bata University in Zlín (hereinafter referred to as "FMC"). It defines admission conditions for study in the doctoral study programme P8206 Visual Arts, course 8206V102 Multimedia and Design, taught in the English language in compliance with Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Some Other Acts (hereinafter referred to as "the Act") and Rules for Admission Procedure and Conditions for Admission to Study in compliance with the Statute of Tomas Bata University in Zlín (hereinafter referred to as "TBU").

## 2. Conditions for Applicants

- (1) To be eligible for admission to study, the applicant must have completed a master degree study programme in visual arts or a programme related to visual and multimedia arts, or a teaching degree for lower and higher secondary schools.
- (2) Applicants shall complete and submit an electronic application available at <https://apply.utb.cz> and attach all required documents to it by the dates set by the Dean and published on the web site <https://fmk.utb.cz/en/study/how-to-study/degree-studies/degree-studies-in-english/admissions>.
- (3) Required Documents:
  - a) Structured curriculum vitae.
  - b) Proof of completion of university education (officially verified copy of a diploma and of the Diploma Supplement or a listing of completed course units) recognized in compliance with Sections 89 and 90 of the Act and with the Rector's Directive RD/13/2017 (Recognition of Secondary and Higher Education and Qualification Acquired Abroad, available at <https://www.utb.cz>).
  - c) Digital portfolio or other evidence of creative work.
  - d) Topic of doctoral thesis, name of the supervisor and the proof of his/her preliminary approval to supervise the applicant's dissertation.
  - e) Research Proposal for Doctoral Study (5 pages long), containing a brief summary of the current state of knowledge in the selected field, concepts and aims to be achieved within the framework of the applicant's doctoral study.
  - f) Documents proving the applicant's knowledge of English at a minimum of level B2 of the Common European

Framework of Reference for Languages – e.g. TOEFL, FCE, CAE, CPE, City & Guilds in accordance with Article 2 of the Rector's Directive RD/2/2011 and 3/2014 (Studies of International Students and Students That Are Citizens of the Czech Republic in Degree Programmes Taught in a Foreign Language, available at <https://www.utb.cz>).

g) 2 letters of reference.

The topics of doctoral theses and a list of supervisors are published on the FMC website at <https://fmk.utb.cz/en/creative-activities> in the subsection devoted to doctoral studies.

### 3. Entrance Examination

- (1) The entrance examination will take place within 10 days of each deadline.
- (2) The Entrance Examination shall be performed in the absence of the applicant and consists of a comprehensive evaluation of the submitted documents.
- (3) Evaluation of Entrance Examination:  
The Admission Committee shall assess the submitted documents and individually award points according to the following criteria:
  - a) Portfolio (40 points maximum)
  - b) Originality and topicality of the Doctoral Thesis topic (40 points maximum)
  - c) Suitability of the content of the Doctoral Thesis with respect to the course and focus of the FMC (30 points maximum). The applicant can earn up to a maximum of 110 points.
- (4) The minimum score for admission is 70 points.
- (5) An alternative date of the Entrance Examination shall not be announced. Entrance Examination may not be waived.

### 4. Admission to Study

(1) The Examination and Admission Committee, consisting of the Chairman of the Doctoral Programme Board of the Study Programme, a Supervisor relevant for the topic proposed by the applicant, and other experts appointed by the Dean, shall determine a point-based assessment and compile a list of applicants according to the points scored during the Entrance Examination. In case there are more applicants fulfilling admission requirements than there are places available, these will be filled in order of the applicants' ranking in the Admission Procedure.

The final results of the Admission Procedure shall be published immediately after each session of the Examination and Admission Committee.

Immediately after the decision of the Dean, a written decision delivered to the addressee only shall be sent to all applicants. The TBU International Office will also send the copy of a Letter of Admission (including their university ID) to all applicants via e-mail. A part of the decision on admission is its justification as well as guidance about the possibility of making an appeal against the decision within the period of 30 days from the day of delivery. In case the decision cannot be delivered to the applicant, it shall be published on the FMC Official Board. The date of the publishing is considered to be the day of delivery.

(2) According to Article 50(6) of the Act, each applicant, upon a written request sent to the Department for Creative Activities, has the right to access materials that are relevant to the decision on his/her admission to study.

(5) The enrolment date for accepted students will be specified in the Letter of Admission. According to Article 11(3) of the TBU Statute, if an applicant admitted to study fails to enrol without an adequate excuse or in case such excuse is not accepted, he/she loses the right to be enrolled for study. In case of applicant's serious health or personal problems the date of enrolment can be stipulated individually.

The maximum number of admitted applicants is 5 (five).

There is no fee for the admission procedure.

## 5. Tuition Fee for Study in the English Language

(1) The tuition fee is specified in the TBU Statute and amounts to CZK 67,500 (or equivalent sum in EUR according to the current exchange rate of the Czech National Bank) per academic year. The fee amount shall remain unchanged throughout the whole standard period of study.

(2) All students studying programmes taught in English shall pay the tuition fee. The Rector may decide to waive the tuition fee, as stipulated in Rector's Directive RD/17/2016.

(3) Admitted applicants must pay the tuition fee within 15 days from the day of enrolment.

The tuition fee for the study in the foreign language is non-refundable in the event of the termination of study in accordance with:

- a) Section 56(1)b) of the Act, (student fails to meet the requirements of a degree programme as set out in the Study and Examination Regulations)
- b) Section 65(1)c) of the Act, (student is expelled for disciplinary infractions)
- c) Section 67 of the Act, (student is expelled for a fraudulent act on their part during the admission procedure)

L. S.

*In compliance with Article 27, Section 1(e) of Act No. 111/1998 and 137/2016 Coll. (Higher Education Act) on 7 January 2019, the Academic Senate of the Faculty of Multimedia Communications has approved these conditions for the acceptance to study in a study programme taught at the FMC.*

Mgr. Josef Kocourek, Ph.D.  
Chairman, Academic Senate of the FMC TBU in Zlín

doc. MgA. Irena Armutidisová  
Dean of the FMC TBU in Zlín

I agree with the tuition fee for the study in foreign language:

.....  
Prof. Ing. Vladimír Sedlařík, Ph.D.  
Rector, TBU in Zlín