

Ostrava, 1 October 2023

Ref. no. OU-131543/11-2023

## DEAN'S PROVISION no. 146/2023

# CONDITIONS OF ADMISSION TO STUDIES AT THE FACULTY OF MEDICINE OF THE UNIVERSITY OF OSTRAVA FOR THE ACADEMIC YEAR 2024/2025

## Master's degree programmes

**The prerequisite for initiating the admission procedure for the academic year 2024/2025 is the submission of an electronic application and payment of the application fee, no later than the date specified for the degree programme.**

### Submitting the application

- The application for studies can only be submitted electronically **no later than the date specified for the degree programme.**
- The data entered and the attachments sent are the applicant's responsibility.
- If the applicant is applying for more than one programme, they must apply for each programme separately and pay the application fee. The number of programmes selected is equal to the number of applications submitted and the number of payments made.
- **In order for the application to be valid, it is necessary to agree to the information stated in the application** "I hereby declare that I have read and agree to the conditions of admission, the date and method of verification of their fulfilment, the form and scope of the entrance examination and the criteria for its evaluation."

### Attachments to the application

- The applicant shall include an attachment to the submitted application for all degree programmes at the Faculty, with the exception of doctoral degree programmes – [a certificate from the relevant general practitioner](#) that the applicant is capable of studying and practising the profession in the specified programme. This certificate must be submitted by the applicant no later than 15 March 2024 or by the last day of

application acceptance, with the exception of applicants who will meet the conditions of admission pursuant to Section 58 (2) of Act No. 111/1998 Coll. (Act on Higher Education Institutions), as amended. The certificate must indicate the specific degree programme for which it is issued. On a single application, only one of the selected degree programmes can be indicated, that is, if the applicant is applying for two programmes, they must submit two electronic applications and provide two medical certificates – each for the specific programme selected. In the case of an offer of admission to studies, the original medical certificate, together with a certified copy of the secondary school diploma, must be submitted to the Faculty's Study Office.

- Applicants should not send any other attachments to the Faculty in advance, unless otherwise specified for a particular degree programme – **if necessary, they will always be asked to provide them.**

BEFORE submitting their e-application to study, but **no later than 6 weeks** before taking the entrance examination, **applicants with special educational needs (SEN)** should consult the Faculty's SEN coordinator about their selection of the programme and course of study in order to prevent them from failing to study the selected programme.

- **SEN coordinator at the Faculty:**  
RNDr. Hana Sochorová, Ph.D.  
email: [hana.sochorova@osu.cz](mailto:hana.sochorova@osu.cz), phone: 553 46 1746

The applicant has **the right to examine** all their materials relevant to the decision on their admission to studies. Copies or extracts may be made from the material to the extent stipulated by the Code of Administrative Procedures; all this shall take place in the premises reserved for this purpose and in the presence of an authorized employee of the Faculty. The date for this is set, in accordance with Rector's Provision no. 118/2020, Article 13, for **11 July 2024 and 15 August 2024 between 8 a.m. and 12 p.m. at the Faculty's Study Office.**

The results of the admission procedure will be published after the meeting of the admissions board at the earliest possible date following the alternative date of the entrance examination, if specified in the conditions of admission. The provisional results will be published on the website no later than 3 weeks after the alternative date of the entrance examination, if specified. Each applicant will receive a written notification, notification and subsequent decision or decision directly by post and/or email and/or in the e-application, and may appeal against the decision in accordance with the law using a form published on the Faculty's website. The right to appeal against the decision in accordance with the law using the form published on the Faculty's website can only be exercised after the decision has been received by post.

**Address:**

- Lékařská fakulta Ostravské univerzity  
Studijní oddělení  
Syllabova 19  
703 00 Ostrava 3
  
- All the information is provided by the Faculty's Study Office:
  - for full-time studies:
    - Bc. Lenka Kubinová, phone 553 46 1711 ([lenka.kubinova@osu.cz](mailto:lenka.kubinova@osu.cz))
    - Bc. Petra Brzežniaková, DiS., phone 553 46 1722 ([petra.brzezniakova@osu.cz](mailto:petra.brzezniakova@osu.cz))
    - Martina Štverková, phone 553 46 1712 ([martina.stverkova@osu.cz](mailto:martina.stverkova@osu.cz))
  - for combined (part-time) studies:
    - Ing. Darina Pyszková, phone 553 46 1710 ([darina.pyszkova@osu.cz](mailto:darina.pyszkova@osu.cz))
  - for follow-up Master's degree programmes:
    - Ing. Martina Pavlačková, phone 553 46 1713 ([martina.pavlackova@osu.cz](mailto:martina.pavlackova@osu.cz))

## **1. General conditions of admission to studies**

### **1.1. Completion of secondary education**

#### **1.1.1. Completion of secondary education in the Czech Republic**

[1] **Condition for Bachelor's and non-follow-up Master's degree programmes, with the exception of fine arts:** Each applicant must have completed secondary education with a school-leaving examination.

[1.1] **Time limit for fulfilling the condition:** Before the decision on the admission of the particular applicant to studies is issued, as the document proving the fulfilment of this condition of the admission procedure constitutes the basis for the Dean's decision on admission or non-admission to studies.

[1.2] **Document proving fulfilment of the condition:** Secondary school diploma.

[2] **Condition for Bachelor's and non-follow-up Master's degree programmes in fine arts only:** Each applicant must have completed secondary education with a school-leaving examination or tertiary professional education at a conservatory or, in exceptional cases, is not required to have completed secondary education or tertiary professional education at a conservatory at all.

[2.1] **Time limit for fulfilling the condition:** Before the decision on the admission of the particular applicant to studies is issued, as the document proving the fulfilment of this condition of the admission procedure constitutes the basis for the Dean's decision on admission or non-admission to studies.

[2.2] **Document proving fulfilment of the condition:** Secondary school diploma or conservatory diploma.

#### 1.1.2. Completion of secondary education outside the Czech Republic

[1] **Condition for Bachelor's and non-follow-up Master's degree programmes for all fields of study:** Each applicant must have completed secondary education with a school-leaving examination.

[1.1] **Time limit for fulfilling the condition:** Before the decision on the admission of the particular applicant to studies is issued, as the document proving the fulfilment of this condition of the admission procedure constitutes the basis for the Dean's decision on admission or non-admission to studies.

[1.2] **Means of fulfilling the condition:** Completion of a secondary education programme.

[1.3] **Place (institution) of fulfilment of the condition:** A foreign secondary education institution, an international secondary education institution, a European secondary education institution, a school allowed by the Ministry of Education, Youth and Sports to provide compulsory education.

[1.4] **Document proving fulfilment of the condition:** Certificate of equivalence of foreign education issued by a regional office, the European Baccalaureate diploma, a foreign secondary school diploma.

- [1.5] **Special means of verifying fulfilment of the condition:** Each higher education institution with institutional accreditation is obliged to verify fulfilment of the condition by its own assessment exclusively for the purposes of the admission procedure to degree programmes offered by the institution or any of its faculties.
- [1.6] **Special means of verifying fulfilment of the condition at the University of Ostrava:** The procedure for verifying fulfilment of the condition is defined in Rector's Provision no. 118/2020 effective as of 12 November 2020. For operations associated with assessment of the completed education, a fee will be set by the Rector, with the fee not exceeding 20% of the basis set out in accordance with Section 58 (2) of the Act on Higher Education Institutions.

## 2. Other conditions for admission to studies

### 2.1. Overview of degree programmes

| Degree programme (type) (form) (language)              | Study specialization or plan                          | Maximum number of applicants admitted | Entrance examination   |           |             |                |              | Exemption from the entrance examination | Fee date  | Application date   |
|--|---|---------------------------------------|--|-----------|-------------|----------------|--------------|---|---|--|
|  |   |                                       | Written date   | Oral date | Talent date | Practical date | Extra points |   |   |  |
| General Medicine (Master's) (full-time) (Czech) ****   | General Medicine<br><a href="#">subject to change</a> | <u>250</u><br>subject to change ***** | <u>YES</u><br>27 May to 7 June 2024<br>(to be specified in the invitation) | <u>NO</u> | <u>NO</u>   | <u>NO</u>      | <u>NO</u>    | <u>NO</u>                               | <u>CZK</u><br><u>650</u><br>15 November 2023 to 15 March 2024<br>**** | <u>YES</u><br>15 November 2023 to 15 March 2024                                |
| General Medicine (Master's) (full-time) (English) **** | General Medicine<br><a href="#">subject to change</a> | <u>65</u><br>subject to change *****  | <u>YES</u><br>January to August 2024<br>(to be specified in                | <u>NO</u> | <u>NO</u>   | <u>NO</u>      | <u>NO</u>    | <u>NO</u>                               | <u>CZK</u><br><u>2000</u><br>15 November 2023 to 15 March 2024        | <u>YES</u><br>15 November 2023 to 15 March 2024 or later; the application must |

|  |   |                             |   |           |           |           |           |           |  |   |
|--|---|-----------------------------|---|-----------|-----------|-----------|-----------|-----------|--|---|
|  |   |                             | the invitation and on the website) **, ***                              |           |           |           |           |           | or later; the application must be submitted at least 14 days before the entrance examination date selected *, **** | be submitted at least 14 days before the entrance examination date selected |
| Dentistry (Master's) (full-time) (Czech) | Dentistry <a href="#">subject to change</a> | <u>20</u> subject to change | <u>YES</u><br>27 May to 7 June 2024 (to be specified in the invitation) | <u>NO</u> | <u>NO</u> | <u>NO</u> | <u>NO</u> | <u>NO</u> | <u>CZK</u><br><u>650</u><br>15 November 2023 to 15 March 2024  | <u>YES</u><br>15 November 2023 to 15 March 2024                             |

\* In the submitted application, the applicant must indicate which date and location they are applying for, and the application must be submitted no later than 14 days before the date of the selected entrance examination.

\*\* The dates will be published on the website at least one month before the date of the entrance examination.

\*\*\* At the Faculty, the date shall be set for the entrance examination via Moodle LMS in electronic form requiring physical presence.

\*\*\*\* The accreditation of degree programmes broken down into fields of study expires on 31 December 2024 pursuant to Act No.137/2016 Coll., amending Act No. 111/1998 Coll. (Act on Higher Education Institutions). In accordance with Section 49 (3) of the Act on Higher Education Institutions, higher education institutions or faculties are free to specify different admission conditions for applicants who have already completed part of a degree programme at a higher education institution in the Czech Republic. If the applicant meets these conditions, the Dean will waive the application fee.

\*\*\*\*\* For the reason stated in \*\*\*\*, the maximum capacity is increased.

## 2.2. Overview of other conditions for admission to studies

### 2.2.1. Number of applicants subject to change

[1] The Faculty reserves the right to increase the maximum number of applicants admitted.

- [2] Such increase would be announced by 15 July 2024 through the public section of the Faculty's website.
- [3] The reason for the possible increase is, for example, granting of financial support (subsidy) from public sources, specifically aimed at increasing the number of students of a particular specialization.
- [4] The reason for the possible increase may also be increased public demand for the relevant health professions due to the current epidemiological situation and other reasons – for example, the expiring accreditation of a degree programme broken down into fields of study.

### **2.2.2. Offering a study specialization subject to change**

- [1] **General Medicine (Czech) – full-time form – no**
- [2] **General Medicine (English) – full-time form – yes**
  - [2.1] In accordance with Section 24 (1) and (2) and Section 28 (1) of the Act on Higher Education Institutions, the dean of the faculty is entitled to decide, even during the admissions procedure, not to offer a degree programme in a particular academic year.
  - [2.2] If the total number of applicants to a degree programme is less than the capacity of the degree programme (at least 50 applicants), the Faculty reserves the right not to proceed to the next step of the admission procedure – namely the entrance examination – and the applicants will be refunded the application fee in full. The decision not to offer the study specialization for this reason will be announced by 31 July 2024 through the public section of the Faculty's website and by sending the information to individual applicants.
  - [2.3] If the number of successful applicants is below the minimum capacity of a degree programme – 25 applicants – the Faculty reserves the right to terminate the admission procedure at this stage and not to provide any teaching; the applicants will be refunded 50% of the application fee, i.e. CZK 1000. The decision not to offer the study specialization for this reason will be announced by 31 August 2024 through the public section of the Faculty's website and by sending the information to individual applicants.
- [3] **Dentistry (Czech) – full-time form – no**

### **2.2.3. Written entrance examination**

**General Medicine (Czech) – full-time form**

- [1] The written part of the entrance examination takes the form of a written electronic test of knowledge completed by applicants using computers installed at the Faculty/University premises; it has a multiple choice format, with only one option being considered correct. In exceptional cases only, the entrance examination may be held outside the Faculty/University premises and only on the basis of an approved request to the Dean and only for serious and duly documented reasons. For each question, there will be only one correct option, that is, the most accurate and descriptive answer to the question.
- [2] The content of written tests: Biology, Physics and Chemistry, all covering the secondary school curriculum. Each written test will comprise 30 questions. Each correct answer will be worth 1 point.
- [3] In this part of the entrance examination, the applicant may obtain a maximum of 90 points.
- [4] Applicants who score less than 45 points in this part of the entrance examination will fail to pass the entrance examination and will not be admitted to studies; there are subscores for individual written tests that must also be achieved – Biology (minimum of 10 points), Physics (minimum of 10 points) and Chemistry (minimum of 10 points).
- [5] The ranking of applicants in the admission procedure will be based on the sum of scores obtained for each part of the entrance examination.
- [6] The list of topics and recommended literature for the written part of the entrance examination is as follows:
  - [6.1] Topics for the General Medicine (Czech) entrance examination.
  - [6.2] Recommended literature for the General Medicine (Czech) entrance examination.
  - [6.3] Sample test questions for the General Medicine (Czech) entrance examination.
- [7] The date of the relevant part of the entrance examination will be specified, together with additional information and instructions, in an invitation sent to the applicant via the e-application. The date will also be posted on the website under the applicant's unique number. **The University does not send a hard copy invitation. The date sent to the applicant is binding and cannot be changed.**
- [8] The alternative date for all parts of the entrance examination, with the exception of the talent examination: not provided.

**Due to an epidemiological situation or other serious event or cause, when a situation may arise where it is impossible for an applicant to come to the Czech Republic due to the impossibility of crossing the state border of their home country or the state border of the Czech Republic to take the written/oral part of the entrance examination, the Dean may, on the basis of a request and duly documented reasons, allow online access to take the written/oral part of the entrance examination.**



- [1] The written part of the entrance examination takes the form of a written electronic test of knowledge completed by applicants using computers installed outside the Faculty/University premises; it has a multiple choice format, with only one option being considered correct, that is, the most accurate and descriptive answer to the question.
- [2] For online connection, the Zoom platform will be used. To the email address stated in the e-application, a link to an online meeting will be sent, which the applicant will use to log in to the meeting on the specified day and time. This process will be supervised by a person authorized by the Dean to organize this part of the entrance examination.
- [3] Throughout the online examination, the following rules will apply:
  - [3.1] First, the applicant uses a webcam to show their ID card with a photograph to the person authorized by the Dean to coordinate this part of the entrance examination and to show that they are alone in the room. The webcam will be switched on throughout the online examination, giving the illusion of being physically present in a Faculty classroom, with a person authorised by the Dean to organize the entrance examination and supervise the admission procedure rules. For this reason, the microphone will also be on for the entire time.
  - [3.2] To prevent cheating and searching for answers on the internet during the test, it is mandatory that the applicant enables sharing of the screen of their PC or laptop on which the online test will be taken via Moodle LMS.

**To ensure the possibility of completing degree programmes whose accreditation expires on 31 December 2024, the following special conditions of admission to studies in the academic year 2023/2024 apply to the special group of applicants defined below:**

Special group of applicants:

Applicants who are students of the Master's degree programme M5103 General Medicine, study field 5103T065 General Medicine, which is provided by the Faculty and whose accreditation expires on 31 December 2024, in the admission procedure for the Master's degree programme M0912A350014 General Medicine, which is provided by the Faculty and whose accreditation expires on 1 May 2026.

**For applicants who have completed a part of their degree programme within a field of study accredited under the valid legislation, the following form of the entrance examination is stipulated in accordance with Section 49 (3) of the Act on Higher Education Institutions.**

**Applicants who start the admission procedure for the academic year 2024/2025 by submitting an electronic application (the application fee will be waived) may take the entrance examination:**

Special conditions of admission – an applicant from the special group of applicants will fulfil the conditions for taking the entrance examination in one of the two manners defined below:

**A) Exemption from the entrance examination. The applicant is obliged to submit a request to the Dean for exemption from the entrance examination delivered by 30 March 2024 and at the same time must not be a party to the proceedings for termination of studies for failure to meet the conditions of studies as of the date of the entrance examination. If these conditions are met, the applicant will be awarded the maximum score for each degree programme in the following range:**

- Degree programme General Medicine (full-time form): 90 points

or

**B) successful completion of the standard entrance examination according to the definitions for individual degree programmes (see above) and a position in the overall ranking of applicants corresponding to the maximum capacity of the degree programme.**

A student in an accredited degree programme broken down into fields of study will have their previous educational achievements included in the entrance examination under (A). The results of the entrance examination will be scored in accordance with the University's rules to determine the applicant's ranking in the admission procedure for the degree programme and their admission will depend on their overall ranking and the maximum capacity of the degree programme.

### **Dentistry (Czech) – full-time form**

- [1] The written part of the entrance examination takes the form of a written electronic test of knowledge completed by applicants using computers installed at the Faculty/University premises; it has a multiple choice format, with only one option being considered correct. In exceptional cases only, the entrance examination may be held outside the Faculty/University premises and only on the basis of an approved request to the Dean and only for serious and duly documented reasons. For each question, there will be only one correct option, that is, the most accurate and descriptive answer to the question.
- [2] The content of written tests: Biology, Physics and Chemistry, all covering the secondary school curriculum. Each written test will comprise 30 questions. Each correct answer will be worth 1 point.
- [3] In this part of the entrance examination, the applicant may obtain a maximum of 90 points.

- [4] Applicants who score less than 50 points in this part of the entrance examination will fail to pass the entrance examination and will not be admitted to studies; there are subscores for individual written tests that must also be achieved – Biology (minimum of 15 points), Physics (minimum of 10 points) and Chemistry (minimum of 13 points).
- [5] The ranking of applicants in the admission procedure will be based on the sum of scores obtained for each part of the entrance examination.
- [6] The list of topics and recommended literature for the written part of the entrance examination is as follows:
  - [6.1] Topics for the Dentistry (Czech) entrance examination.
  - [6.2] Recommended literature for the Dentistry (Czech) entrance examination.
  - [6.3] Sample test questions for the Dentistry (Czech) entrance examination.
- [7] The date of the relevant part of the entrance examination will be specified, together with additional information and instructions, in an invitation sent to the applicant via the e-application. The date will also be posted on the website under the applicant's unique number and in the applicant's electronic application file. **The University does not send a hard copy invitation. The date sent to the applicant is binding and cannot be changed.**
- [8] The alternative date for all parts of the entrance examination, with the exception of the talent examination: not provided.

**Due to an epidemiological situation or other serious event or cause, when a situation may arise where it is impossible for an applicant to come to the Czech Republic due to the impossibility of crossing the state border of their home country or the state border of the Czech Republic to take the written/oral part of the entrance examination, the Dean may, on the basis of a request and duly documented reasons, allow online access to take the written/oral part of the entrance examination.**

- [1] The written part of the entrance examination takes the form of a written electronic test of knowledge completed by applicants using computers installed outside the Faculty/University premises; it has a multiple choice format, with only one option being considered correct, that is, the most accurate and descriptive answer to the question.
- [2] For online connection, the Zoom platform will be used. To the email address stated in the e-application, a link to an online meeting will be sent, which the applicant will use to log in to the meeting on the specified day and time. This process will be supervised by a person authorized by the Dean to organize this part of the entrance examination.
- [3] Throughout the online examination, the following rules will apply:

- [3.1] First, the applicant uses a webcam to show their ID card with a photograph to the person authorized by the Dean to coordinate this part of the entrance examination and to show that they are alone in the room. The webcam will be switched on throughout the online examination, giving the illusion of being physically present in a Faculty classroom, with a person authorised by the Dean to organize the entrance examination and supervise the admission procedure rules. For this reason, the microphone will also be on for the entire time.
- [3.2] To prevent cheating and searching for answers on the internet during the test, it is mandatory that the applicant enables sharing of the screen of their PC or laptop on which the online test will be taken via Moodle LMS.

**If an applicant applies for both the Dentistry (Czech) and General Medicine (Czech) degree programmes at the same time, they will be invited to take the entrance examination only once; they will take one battery of tests and their scores will be counted towards both degree programmes in the ranking of applicants.**

#### **General Medicine (English) – full-time form**

- [1] The written part of the entrance examination takes the form of a written test in hard copy (in the case of the test of knowledge taken via Moodle LMS completed by applicants using computers installed at the premises of a cooperating organization abroad or of the Faculty/University [if the entrance examination is taken in the Czech Republic]); it has a multiple choice format, with only one option being considered correct. In exceptional cases only, the entrance examination may be held outside the Faculty/University premises and only on the basis of an approved request to the Dean and only for serious and duly documented reasons. For each question, there will be only one correct option, that is, the most accurate and descriptive answer to the question.
- [2] The content of written tests: Biology, Physics and Chemistry, all covering the secondary school curriculum. Each written test will comprise 30 questions. Each correct answer will be worth 1 point.
- [3] In this part of the entrance examination, the applicant may obtain a maximum of 90 points.
- [4] Applicants who score less than 45 points in this part of the entrance examination will fail to pass the entrance examination and will not be admitted to studies; there are subscores for individual written tests that must also be achieved – Biology (minimum of 10 points), Physics (minimum of 8 points) and Chemistry (minimum of 8 points).
- [5] The ranking of applicants in the admission procedure will be based on the sum of scores obtained for each part of the entrance examination.
- [6] The list of topics and recommended literature for the written part of the entrance examination is as follows:

- [6.1] Topics for the General Medicine (English) entrance examination.
- [6.2] Recommended literature for the General Medicine (English) entrance examination.
- [6.3] Sample test questions for the General Medicine (English) entrance examination.
- [7] The date of the relevant part of the entrance examination will be specified, together with additional information and instructions, in an invitation sent to the applicant via the e-application and e-mail. The date will also be posted on the website under the applicant's unique number. **The University does not send a hard copy invitation. The date sent to the applicant is binding and cannot be changed.**
- [8] The alternative date for all parts of the entrance examination, with the exception of the talent examination: not provided.

**To ensure the possibility of completing degree programmes whose accreditation expires on 31 December 2024, the following special conditions of admission to studies in the academic year 2023/2024 apply to the special group of applicants defined below:**

Special group of applicants:

Applicants who are students of the Master's degree programme M5103 General Medicine, study field 5103T065 General Medicine, which is provided by the Faculty and whose accreditation expires on 31 December 2024, in the admission procedure for the Master's degree programme M0912A350015 General Medicine, which is provided by the Faculty and whose accreditation expires on 1 May 2026.

**For applicants who have completed a part of their degree programme within a field of study accredited under the valid legislation, the following form of the entrance examination is stipulated in accordance with Section 49 (3) of the Act on Higher Education Institutions.**

**Applicants who start the admission procedure for the academic year 2024/2025 by submitting an electronic application (the application fee will be waived) may take the entrance examination:**

Special conditions of admission – an applicant from the special group of applicants will fulfil the conditions for taking the entrance examination in one of the two manners defined below:

- A) **Exemption from the entrance examination. The applicant is obliged to submit a request to the Dean for exemption from the entrance examination delivered by 30 March 2024 and at the same time must not be a party to the proceedings for termination of studies for failure to meet the conditions of studies as of the date of the entrance examination. If these conditions are met, the applicant will be awarded the maximum score for each degree programme in the following range:**

- **Degree programme General Medicine (full-time form, English): 90 points**

or

- B) successful completion of the standard entrance examination according to the definitions for individual degree programmes (see above) and a position in the overall ranking of applicants corresponding to the maximum capacity of the degree programme.**

A student in an accredited degree programme broken down into fields of study will have their previous educational achievements included in the entrance examination under (A). The results of the entrance examination will be scored in accordance with the University's rules to determine the applicant's ranking in the admission procedure for the degree programme and their admission will depend on their overall ranking and the maximum capacity of the degree programme.

#### **2.2.4. Oral entrance examination**

- [1] **General Medicine (Czech) – full-time form – no**
- [2] **Dentistry (Czech) – full-time form – no**
- [3] **General Medicine (English) – full-time form – no**

#### **2.2.5. Talent entrance examination**

- [1] **General Medicine – full-time form – no**
- [2] **Dentistry (Czech) – full-time form – no**
- [3] **General Medicine (English) – full-time form – no**

#### **2.2.6. Practical entrance examination – talent examination**

- [1] **General Medicine – full-time form – no**
- [2] **Dentistry (Czech) – full-time form – no**
- [3] **General Medicine (English) – full-time form – no**

#### **2.2.7. Extra points**

- [1] **General Medicine – full-time form – no**

- [2] **Dentistry (Czech) – full-time form** – no
- [3] **General Medicine (English) – full-time form** – no

### 2.2.8. Exemption from the entrance examination

- [1] **General Medicine – full-time form** – no
- [2] **Dentistry (Czech) – full-time form** – no
- [3] **General Medicine (English) – full-time form** – no

### 2.2.9. Application fee related to the entrance procedure

- [1] Each applicant is required to pay the entire application fee in one lump sum, with the exception of applicants who meet the conditions for a fee waiver.
- [2] Each applicant may pay the application fee at any time from the moment of submitting the application for studies up to and including the last day specified for the degree programme.
  - [2.1] The application fee is to cover the costs associated with the admission procedure. If the applicant does not take the entrance examination, the fee will not be refunded.
- [3] The application fee will only be considered paid by the applicant as of the day of its crediting to the bank account of the University of Ostrava.
- [4] Applicants who do not pay the application fee in the manner and time specified in these conditions of admission to studies will not be invited to the entrance examination and cannot be admitted to studies.
- [5] After paying the application fee, the applicant should (by logging into the **e-application** system) check whether the payment has been matched to their application (the Payment column shows the symbol of the successful crediting of the payment to the University's account). Otherwise, the payment is incorrect. The correct payment is matched to the application within one week of the payment being made.
- [6] The applicant is responsible for checking, in the online e-application system, that the application fee has been credited to the University's bank account. Any discrepancies can be resolved **no later than the date set for the respective programme as the deadline for payment of the fee**. Later complaints will not be considered.
- [7] In the event of an erroneous payment, the applicant is obliged to pay the fee again, so that the payment is credited to the University's bank account **no later than the date set for the respective programme as the deadline for payment of the fee**. If the applicant

requests a withdrawal of their application and refund of their payment, the Faculty refund the fee less a cancellation charge of CZK 100. The request for refund of payment must be submitted in writing before the deadline for submitting applications for studies for the respective programme, and proof of payment must be attached to the request.

[8] **Bank account details:**

|   |                               |
|---|-------------------------------|
| Bank:   | ČNB Ostrava                   |
| Account number:                                 | 0000931761, bank code 0710    |
| Payment type number ("Konstantní symbol"):      | 379                           |
| Payment reference number ("Variabilní symbol"): | 111011                        |
| Transfer post office:                           | 702 00 Ostrava 2              |
| <b>Information for payment from abroad:</b>     |                               |
| IBAN:   | CZ65 0710 0000 0000 0093 1761 |
| SVIWT(BIWT):                                    | CNBACZPP                      |

## 2.2.10. Application for studies

- [1] E-application (link)
- [2] The applicant enters their personal data and selects the degree programme, including the form of study to which they want to apply (particular attention should be paid to the selection of the form of study (full-time, part-time or combined, i.e. combination of full- and part-time).
- [3] The system assigns a payment identification number ("Specifický symbol") to be used by the applicant for payment of the application fee set at **CZK 650** for General Medicine (Czech) and Dentistry (Czech) and at **CZK 2000** for General Medicine (English) according to Dean's Provision no. 143/2023.
- [4] The application is considered valid only if the applicant has paid the application fee using their payment identification number ("Specifický symbol"), together with the correct account number and payment reference number ("Variabilní symbol"), and has provided a medical certificate, with the exception of applicants meeting conditions stated in Section 49 (3) of the Act on Higher Education Institutions. If the payment identification number ("Specifický symbol") is not stated or is incorrect, the application will be rejected as unpaid and invalid. **If**



**the applicant submits more than one application, each application will have a different payment identification number (“Specifický symbol”). Joint payment for several programmes is automatically considered incorrect.**

Additional conditions of the admission procedure concerning, for example, newly accredited degree programmes, will be specified in an amendment to this provision after approval by the Academic Senate of the Faculty of Medicine, University of Ostrava.

The conditions of the admission procedure were approved by the Academic Senate of the Faculty of Medicine, University of Ostrava on 13 November 2023.

This provision shall enter into force on 14 November 2023.

doc. MUDr. Rastislav Maďar, Ph.D., MBA, FRCPS  
Dean of the Faculty of Medicine, University of Ostrava

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