
Section 2

For applicants for post-bachelor and doctoral programmes of study

In the admissions procedure for the 2021-2022 academic year, the faculties will assess compliance with the requirement of successful completion of study in a bachelor's or master's programme of study under section 48 (5) of the Higher Education Act in the case of applicants who obtained foreign higher education by completing a higher education programme at a foreign higher education institution.

Send the documents listed below in hard copy form by post (the documents cannot be sent by email) to the following address of the faculty no later than on the 30th of June, 2021

Address of the faculty:
Faculty of Physical Education and Sport, Charles University
José Martího 31
162 52 Prague 6
Czech Republic

Address of the faculty:

Account number for payment: Bank: Komerční banka Prague 6 Account number: 43-9685580247/0100, IBAN: CZ2301000000439685580247 SWIFT (BIC) KOMBCZ PPXXX Variable symbol: after filling of the electronic form, the six-numbered code will be generated to each application – ID of electronic application. If the variable symbol is not stated, the system doesn't match the payment to the electronic application. Payment is possible only by card or by bank transfer. The fee for the operation of the admission is non-refundable.

Contact person in case of questions: Mgr. Jan Procházka, PhD. – iso@ftvs.cuni.cz .

The following documents may be used to prove compliance with the requirement of successful completion of study in a bachelor's or master's programme of study at a foreign higher education institution:

a) a document proving general recognition of foreign higher education in the Czech Republic (so- called general "nostrification")

- The applicant must submit:
 - An authenticated copy[8] of a document obtained in accordance with sections 89 and 90 of the Higher Education Act or in accordance with prior legal regulations proving general recognition of a foreign higher education in the Czech Republic.
- It is issued by the public higher education institutions, the Ministry of Education, Youth and Sports, the Ministry of the Interior, or the Ministry of Defence.
- For more information on the procedure for recognising foreign higher education at Charles University see: <https://www.cuni.cz/UK-6452.html>
- Free of charge (a fee of CZK 3,000 is paid to the public higher education institution or the Ministry of Education, Youth and Sports which performs the assessment in the procedure to recognise foreign higher education).

b) a document concerning a foreign higher education which is automatically equivalent in the Czech Republic without any further administrative procedures

- A foreign document concerning a foreign higher education which is automatically equivalent in the Czech Republic in accordance with its international agreements without any further administration procedures – these include documents certifying completion of a programme of study in **Slovakia** (with the exception of diplomas issued by foreign branches of Slovak higher education institutions after 28 March 2015 to which the procedure under letter (c) is applicable), in **Poland, Hungary, or Slovenia** (only master's diplomas, the procedure under letter (c) is applicable to bachelor's diplomas from Slovenia).

- The applicant must submit:
 - An authenticated copy[9] of diploma, certificate, or similar document (for example a certificate of completion of study) issued by a foreign higher education institution.
- An original or authenticated copy[10] of the diploma supplement or a transcript of examinations passed;
- In the case of a certificate of higher education issued by a Slovak higher education institution after 28 March 2015, also a statement issued by a foreign higher education institution in the state in which the programme of study completed by the applicant was offered.
- Free of charge.

c) foreign document concerning a foreign higher education

- The applicant must submit:
 - An authenticated copy[11] of the diploma, certificate, or similar document (for example a certificate of completion of study) issued by a foreign higher education institution.
- An original or an authenticated copy[12] of the Diploma Supplement of the transcript of examinations passed.
- If needed the faculty will request the applicant to submit also the following documents:
 - Additional information on the content and scope of foreign higher education.
 - A statement issued by the relevant foreign body confirming that the given higher education institution is authorised to offer higher education in the given foreign state (a statement on accreditation).
 - In the case of a certificate of higher education issued by a Slovak higher education institution after 28 March 2015, also a statement issued by a foreign higher education institution in the state in which the programme of study completed by the applicant was offered.
- Applies to documents to which the procedure under letter (b) cannot be applied.
- **THE DOCUMENT IS ASSESSED – in the case of a positive assessment the document is accepted; in the case of a negative assessment the applicant is required to submit a document under letter (a) (a general “nostrification”)**
- **The assessment is valid only for the admissions procedure at one faculty**
- **A FEE OF CZK 810 APPLIES**

Translations

Documents which are not originally issued in the Czech, English, or Slovak languages must be officially translated into the Czech or English languages.

Other documents

If the situation of the applicant calls for it, the applicant also submits the following documents:

- a. A power of attorney, if the applicant is represented by an attorney for the purposes of proving compliance with the requirement for admission under section 48 (4) and (5) of the Higher Education Act;
- b. If the applicant's name changes, an authenticated copy of a document proving such change (e.g., a marriage certificate);
- c. An authenticated copy of the decision to award international protection, if the assessment is requested by a person listed in section 90 (4) of the Higher Education Act and if this person wishes to use the possibility of substituting a document with an affirmation.