

FACULTY OF ARTS MBU

Tajovského 40, 974 01 Banská Bystrica, phone number: 048/446 7111, fax: 048/413 6153
Admission Office 048/ 446 7410 <http://www.ff.umb.sk/>

On the decision of the Dean of the College of the Faculty of Arts of Matej Bel University approved the extension of the deadline for submitting applications **external Bachelor's degree studies in selected study programmes** for the 2016/2017 academic year.

Bachelor's Degree Study

Application deadline: **29 May 2016** – external Bachelor's degree studies
(except Teaching of Physical Education, Teaching of Physical Education and Coaching)

Admission examination date: **13 June – 17 June 2016** – written part

Admission proceedings fee:

€40.00 Bachelor's degree study/e-application €32.00

Account Details:

Bank: Štátna pokladnica
IBAN: SK75 8180 0000 0070 0009 5590
Variable symbol: 3031
Constant symbol: 0308
Specific symbol: applicants of Slovak nationality – birth numbers
foreign applicants – birth date in DDMMYY format

Important note:

Because of the registration of fees in our information system, we only accept wire transfers.

Accredited study programme offered by the Faculty of Arts in the 2016/2017 academic year

Faculty	Study programme/combination of study programmes	Form of study	Degree of study	Length of study	Place of study	Planned number of students
7110 History:						
FA	History	Part-time	Bachelor	4	Banská Bystrica	20
7130 Museology:						
FA	Museology	Part-time	Bachelor	4	Banská Bystrica	20
7330 translation and interpreting:						
FA	English Language and Culture	Part-time	Bachelor	4	Banská Bystrica	30
FA	German Language and Culture	Part-time	Bachelor	4	Banská Bystrica	30
FA	Russian Language and Culture	Part-time	Bachelor	4	Banská Bystrica	15
Total number of applicants accepted for part-time Bachelor's Degree Study						215

In case of a small number of study applicants in a study programme, the faculty sets aside the right not to open a study programme and according to faculty possibilities offer applicants a study in a related study programme.

If the number of accepted study applicants in a study programme is smaller than the planned number for admission, the faculty sets aside the right to forgive an admission examination.

General information on admission proceedings (Bachelor's Degree Study)

All applicants must undergo admission proceedings.

A single application pertains to a single study programme.

If an applicant applies via electronic application, they are also obliged to send a printed application to the faculty. The printed application must be duly filled in, **personally signed** and must contain all required attachments. **An electronic application without a printed counterpart** received by the Admission Office is **invalid**.

The application must contain:

- the CV of the applicant
- a copy of the receipt for the admission proceedings fee payment (the payment must be wired, postal money orders cannot be accepted)
- a certified copy of secondary school leaving examination certificate (in case of applicants for a Bachelor's degree study who already have a high school leaving exam certificate)

Applicants for a Bachelor's degree study who have secondary school leaving exam certificate in the same year as an application submission and apply for the study programme with no admission examination must deliver **a certified copy of a high school leaving examination certificate** to the faculty's Admission Office by **13 June 2016**.

Applicants who do not present any evidence of meeting the basic requirements for study admission by the given deadline will be **accepted conditionally**. Applicants are obliged to present a certified copy of a secondary school leaving examination certificate **at the latest by the day of enrolment**, otherwise they cannot begin their study.

Applicants who have completed a previous stage of education abroad are obliged to prove the recognition of an education certificate obtained outside the territory of the Slovak Republic. The admitted applicant is obliged to present the proof of recognition for the education certificate no later than on the day of enrolment.

The theses for admission examination including the extent of required knowledge, capabilities and skills along with the list of recommended literature will be sent by the faculty's Admission Office along with the admission examination invitation. The results of the admission examination will be evaluated electronically.

In case of applicant's absence from the admission examination for serious medical reasons, half the admission fee will be refunded once the written request is delivered to the faculty's Admission Office. The request must be postmarked before the date of the admission examination (a posting date of the post office is decisive). **No other reasons for the admission fee refund are taken into consideration**, therefore it is impossible to enforce the refund of the aliquot part of the fee.

Basic conditions of acceptance for a Bachelor's degree study:

- completed high school education or high school education with a leaving certificate
- meeting requirements of the admission proceedings
- a confirmation of the applicant's health capacity to study physical education in combination

Basic conditions of acceptance for foreign students:

- successful passing of admission examination
- confirmation of acceptance of a certificate on education completed abroad in the required education stage (an exception are certificates from Czech Republic when a confirmation is not needed)

Conditions of admission proceedings for Bachelor's degree study in the 2016/2017 academic year

Bachelor's Degree Study Programmes

History – no admission examination

If the number of applicants exceeds the admission plan for the study programme, the faculty sets aside the right to select applicants according to the grade point average obtained in the secondary school leaving examination.

Museology – no admission examination

If the number of applicants exceeds the admission plan for the study programme, the faculty sets aside the right to select applicants according to the grade point average obtained in the secondary school leaving examination.

English Language and Culture – the written form of admission examination is focused on the knowledge of grammar and vocabulary

To be assigned the maximum score from the English language in the admission procedure (without participating in the admission examination), the applicants must present the certificate obtained by completing at least one of the following examinations:

- IELTS – International English Language Testing System – minimum level 6.5
- University of Cambridge ESOL Examinations, Certificate in Advanced English
- University of Cambridge ESOL Examinations, Certificate of Proficiency in English
- University of Cambridge ESOL Examinations, First Certificate in English – evaluation A
- external part of the secondary school leaving examination from the English language – level B2 (2005 – 2008 = A level) minimum of 85% + oral form of the internal part – evaluation *excellent (A)*"
- applicants who successfully completed the English language exam as part of National Comparative Exams (NCE). The applicant has completed the NCE successfully in case they obtain a minimum percentile of 85. The applicant does not have to document the results of the NCE, however, they need to include the consent to make the NCE results available to the faculty at www.scio.cz/nsz in their application form.

German Language and Culture – no admission examination

Foreign language competence at least at the **B2 level** according to the Common European Framework of Reference for Languages is the precondition for studying the German language and culture in all study branch combinations – Translation and Interpreting.

If the number of applicants exceeds the admission plan for the study programme, the faculty sets aside the right to select applicants according to the grade point average obtained in the secondary school leaving examination.

Russian Language and Culture – no admission examination

If the number of applicants exceeds the admission plan for the study programme, the faculty sets aside the right to select applicants according to the grade point average obtained in the secondary school leaving examination.

Coordinator for students with special needs

doc. PaedDr. Elena Bendíková, PhD.: 048/ 446 7556, e-mail: elena.bendikova@umb.sk