



## FACULTY OF ECONOMICS, MATEJ BEL UNIVERSITY


Tajovského 10, 975 90 Banská Bystrica,

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**Board of the Dean of the Faculty of Economics of Matej Bel University approved at its meeting on March 22, 2021 the following:**

- 1. Prolongation of the deadline for submitting applications for Bachelor's and Master's study programs until April 30, 2021 with the exception of Master study programs Territorial Studies, Marketing Management of Business in Slovak language, Marketing Management of Business in English language. Mentioned three study programs will not be open due to the implementation of the rules of the Slovak Accreditation Agency for Higher Education.**
- 2. Cancellation of entrance exams in the offered Bachelor's and Master's study programs – all applicants for full-time and part-time Bachelor's and Master's study will be admitted to the study without taking the entrance exam.**

### Deadlines for applications:

30 April 2021	Bachelor's programmes	– full-time and part-time study
30 April 2021	Master's programmes	– full-time and part-time study
11 June 2021	Doctoral programmes	– full-time and part-time study

**Based on the decision of the Faculty's management, the second round for filing an application can be announced for individual Bachelor's and Master's programmes.**

**In case of low interest in the study program, the dean of the faculty reserves the right not to open the given study program. Another study program will be offered to the applicant.**

### Dates of entrance exams:

30 June 2021	Doctoral programmes	– full-time and part-time study
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### Open Day:

November 2020 -

February 2021 – The date will be announced on the Faculty and University websites.

### Entrance exam fees:

€40 – Bachelor's programmes – full-time and part-time study

€45 – Master’s programmes – full-time and part-time study  
€50 – Doctoral programmes – full-time and part-time study  
With electronic applications, the fee is reduced by 10 euros.

**BILLING INFORMATION (also published on the website [www.platby.umb.sk](http://www.platby.umb.sk)):**

**1. Payment of the fee from EU countries:**

Account name: Univerzita Mateja Bela v Banskej Bystrici  
Bank name and address: **Štátna pokladnica, Radlinského 32, 810 05 Bratislava 15**  
Account no. / IBAN: **SK75 8180 0000 0070 0009 5590**  
SWIFT/BIC: **SPSRSKBA**  
VS (variable symbol): **1031** (Bachelor study)  
**1032** (Master study)  
**1033** (Doctoral study)  
KS (constant symbol): **0308 – cashless payments**  
Specific symbol: **Birth ID no.** (for Slovak applicants)  
**Date of birth in the form DDMMYY** (for foreign applicants)  
Message to recipient: **name and surname of applicant**  
Note: All charges will be debited to the payer.

**2. Payment of the fee through intermediary bank from third countries:**

Account name: Univerzita Mateja Bela v Banskej Bystrici  
Bank name and address: **Všeobecná úverová banka, a. s., Mlynské Nivy 1, 829 90 Bratislava**  
Account no. / IBAN: **SK75 8180 0000 0070 0009 5590**  
SWIFT/BIC: **SUBASKBXXXX**  
VS (variable symbol): **1031** (Bachelor’s degree)  
**1032** (Master’s degree)  
**1033** (Doctoral degree)  
KS (constant symbol): **0308 – cashless payments**  
Specific symbol: **Birth ID no.** (for Slovak applicants)  
**Date of birth in the form DDMMYY** (for foreign applicants)  
Message to recipient: **name and surname of applicant**  
Note: All charges will be debited to the payer.

**Due to the automated fee processing in the information system, we can only accept non-cash payments.**

**In the academic year 2021/2022, the Faculty is offering the following accredited programmes:**

**Bachelor’s Programmes**

Programme	Form	Degree	Duration in years	Place of Study	Plan of admitted students
Tourism	Full-time	Bachelor’s	3	Banská Bystrica	100
Business Economics and Management	Full-time	Bachelor’s	3	Banská Bystrica	130
Business Economics and Management in English	Full-time	Bachelor’s	3	Banská Bystrica	30

Finance, Banking and Investment	Full-time	Bachelor's	3	Banská Bystrica	100
Economics of Public Sector	Full-time	Bachelor's	3	Banská Bystrica	40
Management	Full-time	Bachelor's	3	Poprad	40
<b>Bachelor's full-time – Total</b>					<b>440</b>
Business Economics and Management	Part-time	Bachelor's	4	Banská Bystrica	40
Management	Part-time	Bachelor's	4	Poprad	30
<b>Bachelor's part-time – Total</b>					<b>70</b>

### Master's Programmes

Programme	Form	Degree	Duration in years	Place of Study	Plan of admitted students
Economics and Management of Tourism	Full-time	Master's	2	Banská Bystrica	80
Economics and Management of SMEs	Full-time	Master's	2	Banská Bystrica	100
Finance, Banking and Investment	Full-time	Master's	2	Banská Bystrica	90
Finance, Banking and Investment in English	Full-time	Master's	2	Banská Bystrica	20
Economics of Public Sector	Full-time	Master's	2	Banská Bystrica	25
Business Management Systems	Part-time	Master's	2	Poprad	25
<b>Master's full-time – Total</b>					<b>340</b>
Economics and Management of SMEs	Part-time	Master's	3	Banská Bystrica	30
Business Management Systems	Part-time	Master's	3	Poprad	20
<b>Master's part-time – Total</b>					<b>50</b>

Study programmes in both full-time and part-time form are conducted in a combined method. Graduates of the Bachelor's degree have completed the first degree of tertiary education. The graduate of the Bachelor's study will be awarded the academic degree of Bachelor (in short form "Bc").

Graduates of the Master's degree have completed the second degree of tertiary education. The graduate of the Master's study will be awarded the academic degree of Engineer (in short form "Ing.").

### Doctoral Programmes

Faculty	Study programme	Form	Degree	Duration in years	Place of Study
EF	Tourism	Full-time	PhD	3	Banská Bystrica
EF	Tourism	Part-time	PhD	4	Banská Bystrica
EF	Tourism in English / German	Full-time	PhD	3	Banská Bystrica
EF	Tourism in English / German	Part-time	PhD	4	Banská Bystrica

EF	Business Economics and Management	Full-time	PhD	3	Banská Bystrica
EF	Business Economics and Management	Part-time	PhD	4	Banská Bystrica
EF	Business Economics and Management <b>in English</b>	Full-time	PhD	3	Banská Bystrica
EF	Business Economics and Management <b>in English</b>	Part-time	PhD	4	Banská Bystrica
EF	Finance	Full-time	PhD	3	Banská Bystrica
EF	Finance	Part-time	PhD	4	Banská Bystrica
EF	Finance <b>in English</b>	Full-time	PhD	3	Banská Bystrica
EF	Finance <b>in English</b>	Part-time	PhD	4	Banská Bystrica
EF	Public Economics and Policy	Full-time	PhD	3	Banská Bystrica
EF	Public Economics and Policy	Part-time	PhD	4	Banská Bystrica
EF	Public Economics and Policy <b>in English</b>	Full-time	PhD	3	Banská Bystrica
EF	Public Economics and Policy <b>in English</b>	Part-time	PhD	4	Banská Bystrica

Graduates of the Doctoral degree have completed the third degree of tertiary education. The graduate of the Doctoral study will be awarded the academic degree of Doctor („philosophiae doctor“, in short form “PhD”).

## ADMISSION PROCEDURE

### Admission – General information

The admission procedure provides an opportunity for candidates to prove that they meet certain admission requirements for study in order to become a student of a chosen study programme at the Faculty.

**The admission procedure begins after the candidate delivers his / her written application for study to the Faculty.**

Candidates file the application

- in electronic form (information about the electronic admission and required enclosures will be published on the Faculty’s website);
- or in paper form (current application form for universities can be downloaded from the Ministry of Education webpage).

**EF UMB prefers applications in electronic form.**

Candidates may only submit one application at one level of study and to one study programme.

The application must be sent to the Faculty by these deadlines – for the first and second level degree programmes, the deadline **is prolonged until 30 April 2021**. For the 3<sup>rd</sup> level degree programmes, the deadline is **11<sup>th</sup> June 2021**.

Students who have completed the previous degree abroad must have the diploma recognised in the Slovak Republic. The admitted students shall submit the document recognising the diploma no later than the day of enrolment.

Applicant, who has completed a previous level of education in a country outside the European Higher Education Area, is required to attach to his/her application form a notarized photocopy of the internationally accepted IELTS certificate - International English Language Testing System with a minimum entry score of at least 6,0 from all parts no later than April 30, 2021. A notarized photocopy of the certificate must be delivered to the faculty in a paper version (the electronic

version is not sufficient) no later than April 30, 2021. The certificate sent only in the electronic version will not be accepted and the applicant's application form will be canceled.

### **Admission to Bachelor's studies**

The admission requirements apply equally to all Bachelor's programmes of the Faculty of Economics of Matej Bel University.

The basic condition is the completion of secondary education. The candidate who fails to prove in time that he / she meets the admission requirements can be conditionally admitted to study if they do so on the day of enrolment for study at the latest.

**Entrance exams in the offered Bachelor's study programs in the full-time form of study are cancelled – all applicants will be admitted to the study without taking the entrance exam.**

**The applicants for part-time study will be admitted to study without entrance exam.**

### **Admission requirements for Master's programmes**

The admission requirements apply equally to all Master's programmes at the Faculty of Economics of Matej Bel University in Banská Bystrica.

The basic requirement is the completion of a Bachelor's degree.

The application can be also submitted by students in their last year of Bachelor's study. It must be mentioned in their CV and application. The candidate who fails to prove in time that he / she meets the admission requirements can be conditionally admitted to study if they do so on the day of enrolment for study at the latest.

**Entrance exams in the offered Master's study programs are cancelled – all applicants for full-time and part-time Master's study will be admitted to the study without taking the entrance exam.**

### **Admission requirements for Doctoral programmes**

All doctoral study programmes of the Economics Faculty of MBU have the same admission requirements.

The basic requirement is to have completed a Master's programme and another requirement set by the Faculty is to pass the entrance exam.

Before the admission process starts, the Faculty announces the topics of dissertation theses the candidates can choose from, each with an allocated supervisor. The candidate must choose one of the topics.

**The entrance exam in full-time study** is combined and consists of the following parts:

- a) Presentation of the candidate's written dissertation project in English
- b) Assessment of the candidate's research and professional activity (publications and research)
- c) Average result for the Master's study.

The maximum number of points the candidate for full-time study can achieve is 100 points.

The scoring of the entrance exam is as follows:

- |   |                         |
|---|-------------------------|
| a) Written project and its presentation | 80 points, out of which |
| • theoretical background of research    | 20 points               |
| • intended objectives                   | 20 points               |
| • intended research methods             | 20 points               |
| • delivery of the project presentation  | 20 points               |

- b) Scientific research activity during or after completion of Master's study, e.g. a paper for student scientific conference, taking part in a research project, specialised subject-area publications  
10 points
- c) Average result for the whole Master's study (courses and state exam grades)  
10 points

Grade average	Points	Grade average	Points
1.00 – 1.10	10	1.51 – 1.60	5
1.11 – 1.20	9	1.61 – 1.70	4
1.21 – 1.30	8	1.71 – 1.80	3
1.31 – 1.40	7	1.81 – 1.90	2
1.41 – 1.50	6	1.91 – 2.00	1

**The entrance exam in part-time study** consists of the following parts:

- a) Presentation of the candidate's written dissertation project in English  
b) Assessment of the candidate's research and professional activity (publications and research)

The maximum number of points the candidate for part-time study can achieve is 90 points.

The scoring of the entrance exam is as follows:

- a) Written project and its presentation 80 points, out of which
- theoretical background of research 20 points
  - intended objectives 20 points
  - intended research methods 20 points
  - delivery of the project presentation 20 points
- b) Scientific research activity during or after completion of Master's study, e.g. a paper for student scientific conference, taking part in a research project, specialised subject-area publications  
10 points

The members of the Exam Board for all study programmes are nominated by Dean of the Faculty based on the proposals from the guarantors of individual doctoral study programs. With the consent of the chair, the board can invite the supervisor whose topic has been chosen by the candidate to be a member of the board.

The candidates will be admitted to study in accordance to the ranking of their total scores until the planned capacity of individual study programmes in individual forms of study is fulfilled. On admission of the candidate to doctoral study, the Dean will notify the candidate about the topic of their dissertation, supervisor, institution providing the study, duration of study, and with full-time doctoral students, also the place of study.

## ACCOMMODATION AND MEALS FOR STUDENTS

The students of the Faculty of Economics of Matej Bel University can live in a student home and take meals in a student canteen.

## EMPLOYMENT OF GRADUATES

The economic education, general knowledge and practical skills and intensive language training gives the graduates of the Faculty an excellent chance to find a job at home and abroad, in economic and managerial positions of the middle and top management in tourism, companies, tax and customs offices, in the financial market and commercial banking, in public services and regional development organizations and in state and local government.

## **INFORMATION FOR APPLICANTS WITH SPECIFIC NEEDS**

The obligation of the UMB and thus also the obligation of the Faculty of Economics of UMB in Banská Bystrica is in accordance with § 100 of Act no. 131/2002 Z.z. on Higher Education Institutions and on Amendments to Certain Laws as amended and Decree No. 458/2012 on the Minimum Requirements of a Student with Specific Needs to Create Appropriate Study Conditions for Daily and External Students with Specific Needs, Due to Their Special Study Needs Without Reducing Study Requirements.

The status of a student with specific needs is given to the student:

- a) with sensory, physical and multiple disabilities (visual disability, hearing disability, limb sufferers, dysfunction of fine motor skills);
- b) with chronic diseases (cystic fibrosis, epilepsy, asthma, multiple sclerosis, diabetes mellitus, organ or tissue transplantation, cardiovascular disease, neurological disease);
- c) with health weakening (after long-term illness, convalescence, reduction in disease resistance or tendency to recurrence);
- d) having a mental illness;
- e) with autism or other pervasive developmental disorders (e.g., Asperger syndrome);
- f) with learning disorders (dyslexia, dysortography, dysgraphia, dyscalculia, etc.).


An applicant for study with specific needs will, in sufficient time, obtain relevant information on the difficulty and admission conditions for studying in a selected study program. With the coordinator for students with specific needs at the Faculty and the Study Department, students will have a consultation about the suitability of study choice in relation to their health disability or learning disorder and its impact on the study. A student with specific needs in choosing a programme must consider the prerequisites for study in terms of knowledge, technical and personal readiness as well as motivation, content requirements, scope and form of study, conditions offered by the faculty, disability limits.

The final decision to study in a selected programme is made by the candidate. With this decision, the responsibility for any risk will be taken by the student if he/she is unable to continue in the study.

Applicants with specific needs shall, upon their application, determine the form of the admission test and the method of evaluation while taking into account the student's health disadvantage. The application for modification of the form and method for carrying out the entrance examination that will regard the student's specific needs, shall be sent to the Study Department of the Faculty, together with the relevant documentation supporting these needs.

## **COORDINATOR FOR STUDENTS WITH SPECIFIC NEEDS**

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