


FACULTY OF EDUCATION (PF), Matej BEL UNIVERSITY


Ružová Street, No. 13, 974 11 Banská Bystrica, P. O. Box 43, Slovak Republic

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Deadlines for submission of applications:

until 31.03.2023

Dates of entrance examination

14th – 16th June 2023 Bachelor's and Master's degree Studies (internal and external studies)

28th – 29th June 2023 PhD. Studies (internal and external studies)

Based on the decision of the faculty management, the **2nd phase for submitting applications for selected study** bachelor and master Programs may be announced.

Open days:

November 2022

February 2023

The specific date will be specified on the website of the faculty and the UMB.

Fee for the admission procedure:

35 € in case of sending only printed application form for Bc, M.A., PhD.

32 € in case of online application for both full-time and part-time studies. After first registering the application in the electronic system of PF UMB at <https://e-prihlaska.umb.sk/ais/start.dosending>, the applicant is obliged to also print this application out and send it to the address: Faculty of Education UMB, Ružová 13, 974 11 Banská Bystrica, Slovakia.

The admission fee must be paid by the applicant or person authorized by him/her by bank transfer no later than last day of deadline for applications. The application for study without a paid fee in the fixed amount will not be accepted.

Information about payment for admission procedure (also on: www.platby.umb.sk):

1. Fee payment from EU countries

Name of the account: Univerzita Mateja Bela v Banskej Bystrici

Name & address of the bank: **Štátna pokladnica, Radlinského 32, 810 05 Bratislava 15**

Account number / IBAN: **SK75 8180 0000 0070 0009 5590**

SWIFT / BIC: **SPSRSKBA**

VS (variable symbol): **7031** (for applicants into Bachelor Program)

7032 (for applicants into Master Program)

7033 (for applicants into PhD Program)

KS (constant symbol): **0308 – cashless payments**

ŠS (specific symbol): **identification number** (applicants from Slovakia)

date of birth DDMYY (foreign applicants)

Message for recipient: **name and surname of the applicant**

2. Payment of the fee through an intermediary bank from outside the EU:

Name of the account: Univerzita Mateja Bela v Banskej Bystrici
Name & address of the bank: **Všeobecná úverová banka, a. s., Mlynské Nivy 1,
829 90 Bratislava**
Account number / IBAN: **SK75 8180 0000 0070 0009 5590**
SWIFT / BIC: **SUBASKBXXXX**
VS (variable symbol): **7031** (for applicants into Bachelor Program)
7032 (for applicants into Master Program)
7033 (for applicants into PhD Program)
KS (constant symbol): **0308 – cashless payments**
ŠS (specific symbol): **identification number** (applicants from Slovakia)
date of birth DDDMMYY (foreign applicants)
Message for recipient: **name and surname of the applicant**

Payment by postal money order is not accepted due to the impossibility of identifying the payer in the university information system.

In the academic year 2023/2024, the Faculty of Education UMB offers the following accredited study programs:

Accredited Study Programs

Faculty	Study Program	Form of study (full/part time)	Level of study	Length of study	Place of Study	Planned number 2023/2024
PF	Education of Children, Youth and Adults	FT	Bc.	3	Banská Bystrica	20
PF	Evangelical theology and mission	FT	Bc.	3	Banská Bystrica	15
PF	Pre-primary and Primary Teacher Education	FT	Bc.	3	Banská Bystrica	80
PF	Psychology	FT	Bc.	3	Banská Bystrica	50
PF	Social work	FT	Bc.	3	Banská Bystrica	30
PF	Teaching of Psychology and Teaching of Slovak Language and Literature (*)	FT	Bc.	3	Banská Bystrica	5
PF	Teaching of Psychology and Teaching of English Language and Literature (*)	FT	Bc.	3	Banská Bystrica	5
Total (full-time students of bachelor courses):						205
PF	Education of Children, Youth and Adults	PT	Bc.	3	Banská Bystrica	15
PF	Pre-primary and Primary Teacher Education	PT	Bc.	3	Banská Bystrica	30
PF	Social work	PT	Bc.	3	Banská Bystrica	20
Total (part-time students of bachelor courses):						65
PF	Evangelical Theology	FT	M	2	Banská Bystrica	15
PF	Management and Counselling in Education	FT	M	2	Banská Bystrica	20
PF	Psychology	FT	M	2	Banská Bystrica	15
PF	Social work	FT	M	2	Banská Bystrica	20
PF	Primary Teacher Education	FT	M	2	Banská Bystrica	50
PF	Teaching of Psychology and Teaching of Slovak Language and Literature (*)	FT	M	2	Banská Bystrica	2
PF	Teaching of Psychology and Teaching of History (*)	FT	M	2	Banská Bystrica	2
PF	Teaching of Psychology and Teaching of English language and Literature (*)	FT	M	2	Banská Bystrica	5
PF	Teaching of Psychology and Teaching of Biology (**)	FT	M	2	Banská Bystrica	3
PF	Teaching of Psychology and Teaching of Geography (**)	FT	M	2	Banská Bystrica	3
PF	Teaching of Psychology and Teaching of Informatics (**)	FT	M	2	Banská Bystrica	3

PF	Teaching of Psychology and Teaching of Mathematics (**)	FT	M	2	Banská Bystrica	3
Total (full-time students of master courses):						141
PF	Management and Counselling in Education	PT	M	2	Banská Bystrica	15
PF	Social work	PT	M	2	Banská Bystrica	15
PF	Primary Teacher Education	PT	M	2	Banská Bystrica	30
Total (part-time students of master courses):						60
TOTAL (all students):						471

Notes:

(*).....interfaculty study with the Faculty of Arts, MBU

(**) interfaculty study with the Faculty of Sciences, MBU

Accredited doctoral study Programs

Faculty	Study Program	Form of study	Level of study	Length of study	Place of Study
PF	Education Sciences	FT	PhD.	3	Banská Bystrica
PF	Education Sciences	PT	PhD.	4	Banská Bystrica
PF	Pre-primary and Primary Pedagogy	FT	PhD.	3	Banská Bystrica
PF	Pre-primary and Primary Pedagogy	PT	PhD.	4	Banská Bystrica
PF	Theology	FT	PhD.	3	Banská Bystrica
PF	Theology	PT	PhD.	4	Banská Bystrica
PF	Social Work	FT	PhD.	3	Banská Bystrica
PF	Social Work	PT	PhD.	4	Banská Bystrica

ADMISSION PROCEDURE

General information about admission procedure

The condition for participation in the admission procedure is a completed lower level of education:

- for admission to Bachelor study programs - completed secondary education with the secondary school leaving examination;
- for admission to Master study programs - completed Bachelor degree of university education with state examination.

The these for the admission examination including the extent of required knowledge will be sent by the student administration office of the faculty along with the invitation to the admission examination. In the case of interfaculty teacher study programs, the conditions of admission for the part of the study that is not carried out by PF UMB are formulated and published by the relevant faculty.

If the applicant wants to apply for more fields of study, respectively, study programs at the Faculty of Education, he/she must submit a separate application for each study program separately and pay a fee for each application. An applicant cannot apply for the same field of study and study program for both full-time and part-time study.

Applications must contain all the annexes listed in the application instructions on p. 3 and confirmation of payment of the fee (in some study programs the conditions of admission are precisely defined, where it is necessary to document the application, e.g. motivation letter, activity ...). The fee is non-refundable. Incomplete applications will be returned. Transfers of applications within study fields and study programs are not possible after **31 March 2023**. The Dean decides on alternative or additional dates of the entrance examinations on the basis of the current situation.

Based on the Amendment to the Act on Higher Education Institutions (č. 137/2022 Z.z.), during an emergency situation, or state of emergency declared in connection with COVID-19, the Ministry of Education determines the method of admission to study of university study in

the Slovak Republic - in accordance with the measures of the Public Health Office of the Slovak Republic.

The study of all programs and forms is carried out in the Slovak language (with the exception of study programs which are accredited with the English language of instruction), therefore it is necessary to master the Slovak language at the B2 level. We recommend that the applicant from abroad check and document his / her mastery of the Slovak language, graduation exam in Slovak language ; to submit an ECL certificate, the name of the certification network: the European Consortium for the Certificate of Attainment in Modern Languages, or Certificate of command of the Slovak language at the B2 level issued by a language school included in the network of schools and school facilities of the Ministry of Education, Science and Research of the Slovak Republic (the list is available on the website <https://www.minedu.sk/siet-skol-a-skolskych-zariadenie-slovenskej-republiky/>).

// www.minedu.sk/siet-skol-a-skolskych-zariadenie-slovenskej-republiky/).

The knowledge of the Slovak language can be verified for foreign applicants by a test and / or an interview in the Slovak language.

Proof of medical fitness is not required.

The procedure for an applicant's admission without the documents proving the complete high school education or complete vocational training is:

1. There are the Faculty of Education MBU special conditions and procedures concerned to those ones who have received asylum, or subsidiary protection or temporary refuge:

- an applicant has to prove the achievement a full/complete high school education or a full/complete vocational education according to § 56 par. 1 of the Act about Higher **Education Institutions** in a form of the **Legal Approval on the Recognition of Evidence of Education by the Regional Office of Education in the Slovak Republic** (about obtaining complete high school or secondary vocational education).
- a study applicant must meet the criteria for faculty study admission.
- the condition of achieving a complete high school or complete vocational education is possible to prove by a solemn declaration (<https://www.pdf.umb.sk/en/students-and-study-programmes/>) and by a test taking of general study prerequisites. An applicant's solemn declaration cannot replace the unfinished high school or vocational education. Neither an applicant's solemn declaration nor a test of general study prerequisites applies to the applicants for the 2nd Master degree university study level.
- a test of general study prerequisites, as one of the conditions for the minimum level of admission, is a mandatory part of the admission procedure. The test will be performed by the Faculty of Education MBU, and an applicant will be informed about its form, dates and timing in advance.
- There is an admission fee. An applicant may apply for this fee remission to the Dean of Faculty of Education MBU.
- the students who have been guaranteed an asylum, temporary refuge status or subsidiary protection are not obliged to pay this admission fee.

2. Faculty of Education MBU special conditions and procedures in relation to those ones who have not been guaranteed asylum, subsidiary protection or temporary refuge status:

- submits a **Legal Approval on the Recognition of Education diplomas by the Regional Office of Education in the Slovak Republic** (about complete high school or vocational education).
- a study applicant must meet all the study admission conditions stated by the Faculty of Education MBU.

Bachelor study programs

Officially certified documents of successful completion of the Matura examination (secondary school leaving exam) for admission to bachelor's study programs must be delivered to the study department of PF UMB immediately after its completion.

Master study programs

Evidence of successful completion of the bachelor's study, including a statement of the weighted study average achieved during the bachelor's study (confirmed by the study department of the faculty where the applicant completed the bachelor's study), must be delivered to the study department of PF UMB.

- The principles of conducting entrance examinations apply to full-time and part-time study.
- The Dean of faculty has the right, based on the current status (mostly according to the number of registered applications), to decide not to open a certain study program in the given academic year.
- The Dean of faculty may, on the basis of the current status of the number of submitted applications for the relevant study program, decide not to take the entrance examinations or any part thereof (eg reduction of criteria). The dean of PF UMB definitively decides on the admission.
- The basic condition for admission to study is the successful completion of entrance examinations, unless the Dean decides otherwise.
- If the number of applicants for the bachelor's degree exceeds the number admitted to the study program (in the absence of admission interviews), the faculty has the right to select applicants according to the average acquaintance at the school-leaving examination.
- If the number of applicants for the master's degree exceeds the planned number admitted to the study program (in the absence of admission interviews), it will be admitted on the basis of the results achieved in state examinations in the bachelor's degree and according to the expected number of received.
- Within 30 days after the end of the entrance examinations, applicants will receive a notification of admission or non-admission to the study. In accordance with the Statute of PF UMB, applicants may appeal against the Dean's decision not to admit to study within 8 days of receiving the notice.
- In special cases, the decision on admission may be conditional, which, after the completion of a defined condition, will take effect within a specified period.
- An applicant who does not prove the fulfillment of the basic conditions for admission to the study at the time of verification of the fulfillment of the conditions for admission may be admitted to the study conditionally provided that he / she is required to prove the fulfillment of the basic conditions of admission to the study no later than on the day of enrollment.

Applicants from abroad

- Applicants who have completed a previous level of education abroad are required by Act no. 422/2015 Coll. on the Recognition of Evidence of Education and on the Recognition of Professional Qualifications and on the Amendment of Certain Acts to submit a recognition of a degree of higher education (degree of education) obtained outside the territory of the Slovak Republic. The decision on the recognition of diplomas must be submitted by the admitted applicant no later than on the day of enrollment.
- The faculty of education may additionally request documents (a certified copy of the diploma and a supplement to the diploma, or a list of completed courses) to those applicants who do not have a defined study program who have completed the first degree of higher education. The reason is the content comparison of the study program. At the same time, we may request higher verification in justified individual cases.

The entrance examination for individual Bachelor's study programs

Education of Children, Youth and Adults (Bachelor's degree) - the prerequisite for admission is a completed secondary education with a high school diploma of school leaving examination. The condition for registration into the admission procedure is the delivery of the

certificate of the school leaving examination, as well as the motivation letter, which the applicant will send together with the application. In the motivation letter, the applicant shall state the reasons for the given study (including any practical experience in working with children, youth and adults). The admission procedure will consist of:

- (1) a written test in pedagogy, psychology, sociology, philosophy, social studies in the scope of secondary school curriculum and a general overview of current issues of education of children, youth and adults in Slovakia and
- (2) a personal interview complementary to the letter of motivation, where the applicant justifies his / her interest in the study program, points out his / her abilities and involvement in working with children, youth and adults in non-formal education, taking into account
- (3) the candidate's educational achievement of the whole secondary school study and also of the semester of the last year of study. All applicants undergo a personal interview about the study.

About acceptance resp. non-admission is determined by the order that the candidate obtains by the sum of the points obtained in the written test, in a personal interview and on the basis of the benefit from secondary school studies. If the candidate has not achieved the condition of half the number of points in any part, it can be determined for the decision on non-admission.

Pre-primary and Elementary Teacher Education (Bachelor's degree) - the basic condition for admission to study is to obtain a complete secondary education completed by a school-leaving examination. Applicants who meet the defined criteria in the following areas will be admitted:

- (1) the result of a written test to determine the candidate's intellectual abilities as well as their general knowledge;
- (2) the average of marks from the year-end evaluation for the 1st - 3rd year of high school in the subject's Slovak language and literature, Mathematics and foreign language;
- (3) results of graduation exams.
- (4) the applicant's activities - shall be taken into account, which must be documented by certificates, certificates, diplomas, or confirmations from the organization where the activity was performed. The following activities will be evaluated: basic art school, secondary school professional activity (SOČ), participation in competitions in artistic, sports, creative and other activities, volunteering in the field of work with children of preschool and early school age, study abroad.

Applicants from abroad must prove their command of the Slovak language at the B2 level. Proof of medical fitness is not required. Please note, however, that the compulsory composition of the subjects of study also includes those in which the student demonstrates sports fitness.

Social Work (Bachelor's degree) - for the study of the bachelor's study program in social work, skills related to the performance of social work as a helping profession are required. The fundamental precondition for admission to study is the successful completion of high school with a high school diploma. Another prerequisite is personality traits and competencies related to the profession of social work, in particular: communication, social and emotional competencies, ability to organize and plan work, ability to make decisions and take responsibility for them, creativity and flexibility, social maturity, commitment, ability to cooperate, interest in self-development. The applicant's study skills and readiness to handle higher education requirements are needed. The study is carried out in the Slovak language; therefore, written and oral mastery of the Slovak or Czech language is required, and knowledge of at least one world language is welcome.

The condition for inclusion in the decision-making of the admission procedure is the delivery of a school-leaving examination certificate. In the bachelor's study program in social work, applicants are selected based on the results of an oral interview. Interviews are a specific form of finding out the prerequisites for the study program of social work and promising for the performance of the profession of social work. The content of the oral interview is the following thematic areas: demonstration of the necessary prerequisites and abilities for

university studies, communication skills, motivation to study, solving the social situation, current socio-political overview, involvement of the applicant in volunteering, extracurricular activities, non-formal education activities, etc. The order of candidates for admission is determined based on the sum of the points obtained from the interview.

Psychology (Bachelor's degree) - the conditions for this study program are set as follows: the method of selection of candidates is based on a written test of knowledge orientation (from the subject of psychology and biology) in the scope of high school curriculum, assessment of knowledge of English text at B1 level, assessment of general intellectual abilities (solving verbal, numerical, logical and abstract assignments) and analysis of personality profile assumptions. The standard form of entrance exams is written tests. The content of the entrance tests respects fair access to education and in the content and scope of the written tests do not go beyond the scope of high education. The method of conducting written tests, as well as their evaluation and publication of results, is ensured consistently anonymously using the candidates' code and secrecy of their names. Only after assessment, by means of a computer program and the creation of an independent and objective order, will the names of the candidates be assigned to the codes.

The requirements placed on candidates and the method of their selection are a guarantee of the selectivity of candidates with the necessary skills and prerequisites.

In the event of the state of emergency, it is possible to accept as an alternative form of admission the study results of the study achievements during the whole high school attendance and the results from the study achievements in the profile subjects during high school (average marks from the year-end evaluation for 1st - 3rd year of high school psychology and biology) and in the last half of the last year from profile subjects (Slovak language, Mathematics, English, Psychology and Biology) which would be part of a written knowledge test.

Teaching of Psychology (Bachelor's degree) - the condition for participation in the admission procedure is a completed secondary education with a high school diploma. The content of the entrance exams is specified in the theses that will be given to each applicant and will be published at www.pdf.umb.sk.

Evangelical Theology and Mission (Bachelor's degree) - the condition for admission to study are successful completion of secondary school graduation examinations, applicant's basic knowledge of the Bible and Church History (listed on the department's website). In the area of skills, the applicant's communication skills are assessed. From the results of the admission procedure, it compiles the order on the basis of which applicants who show the admission level of skills are admitted to study. If the entrance exams are not taken, the candidates with the best average results from the final year of secondary school will be admitted.

The entrance examination for individual Master's study programs

Management and Counselling in Education (Master's degree) - for the study of the master's study program Management and Counseling in Education, specific skills associated with the performance of the helping profession are required. Furthermore, the applicant's study skills are expected to help him cope with the requirements of higher education: systematic knowledge from the core of the bachelor's program "Education of Children, Youth and Adults" (or from any comparable bachelor's program in pedagogical sciences), digital skills (MS Office Word, MS Excel, MS PowerPoint). The basic condition for admission of an applicant into this study is the completion of the 1st (Bachelor's) degree in a study program belonging to the study field Social Sciences in Slovakia, or a comparable 1st degree study program abroad. The admission procedure consists of an:

- (1) interview with the applicant, during which he / she demonstrates the results of his / her previous studies at the 1st (Bachelor's) level of university studies,
- (2) introduces the topic and results of the final bachelor's thesis,

- (3) a portfolio documenting own activities and involvement in the practice of education of children, youth and adults, respectively, seniors.

About acceptance resp. non-admissions decides the order that the candidate will receive by the sum of points from the individual components.

Primary Teacher Education (Master's degree) - the basic condition for admission is the completion of a bachelor's degree program in the study field Teaching and Pedagogical Sciences. Graduates of the study program of pre-school and elementary pedagogy, for whom this study is primarily intended, will be admitted on the basis of the weighted study average of their bachelor's study. For acceptance according to this criterion, a critical weighted average limit will be determined. Graduates of other programs in the field of teaching and pedagogical sciences and graduates of preschool and elementary pedagogy with a weighted average above the critical threshold will be admitted on the basis of the results of the entrance exam, which will verify their prerequisites for studying Primary Teacher Education. Applicants from abroad must prove their command of the Slovak language at the B2 level.

Social Work (Master's degree) - for the study of the master's study program in social work, skills related to the performance of social work as a helping profession are required. The fundamental precondition for admission to study is the successful completion of the 1st degree of university study in the study program of social work or another (related) field of study after assessment by the guarantor of the study field of social work at the Faculty of Education, MBU. Another prerequisite is personality traits and competencies related to the performance of the profession of social work, in particular: communication, social and emotional competencies, ability to organize and plan work, ability to make decisions and take responsibility for them, creativity and flexibility, social maturity, commitment, strategic and conceptual thinking, ability to cooperate, self-reflection and self-development. A particular precondition is the applicant's study skills, readiness to master the requirements of the 2nd level of university study and knowledge forming the core of the 1st level of the bachelor's study program social work, digital skills, ability to learn, critical and analytical thinking, mathematical literacy, presentation skills. The study is carried out in the Slovak language; therefore, written and oral mastery of the Slovak or Czech language is required, and knowledge of at least one world language is welcome.

The condition for inclusion in the decision-making of the admission procedure is the delivery of a diploma on completion of a bachelor's degree in social work or a related field. The selection of candidates is based on the oral interview results. Interviews are a specific form of finding out the prerequisites for the study program of social work and promising for the performance of the profession of social work. During the interview, the applicants will prove the results of their previous studies at the 1st level of university studies and present the results of the final bachelor's thesis and their activities and involvement in social work. The content of the oral interview includes the following thematic areas: an overview of the profile subjects of the bachelor's study program in social work, motivation to study, solving a model situation in the field of social work, activities in the area of social work during previous years. The order of candidates for admission is determined based on the sum of the points obtained from the interview.

Psychology (Master's degree) – Admission to the study program is based on the study results in the previous university study and relevant activities of the applicant. The basic condition for admission is completed studies in the sense of § 56 par. 2 of Act no. 131/2002 on universities. The applicant will be accepted, if he has completed the study program Psychology (1st degree of study) or completed the study of the combined study program teaching psychology in combination (2nd degree of study) with a state exam up to grade C (Good), inclusive.

If the conditions are met, the applicant can obtain a maximum of 70 points in the admission procedure. Based on the obtained points, the admissions committee will compile the order of the applicants. Applicants with the highest number of points are accepted. 2 criteria are assessed:

- (1) weighted academic average for the 1st degree of study - the entire 1st year and 2nd year, 3rd year winter semester (applicants who have completed the 1st degree in the psychology study program) or for the 1st and 2nd year are taken into account. degree of study - the entire 1st degree of study, including state exams, and the 1st year of the 2nd degree and the 2nd year of the winter semester are taken into account (applicants who have completed the 1st and 2nd degree of the combined study program teaching psychology in combination) - 50 points.
- (2) completed relevant activities to the field of study - 20 points. The criteria used in the assessment and selection of applicants for study ensure the evaluation of study prerequisites for university studies characterized by long-term academic performance. The criterion of activity expresses the degree of motivation and commitment of the applicant beyond the scope of study obligations and at the same time allows to estimate the interest orientation of the applicant for study. The applicant can obtain points for activities such as: active participation in a scientific professional psychological event (such as a conference), participation in an educational activity accredited by Ministry of Education, Science, Research and Sport, Ministry of Health, Ministry of Labour, Social affairs and Family, active participation in the SVOUČ competition on departmental level, active student participation in foreign mobility within the field of study of psychology.

Applicants who have completed the 1st stage of the combined psychology teaching combined study program cannot apply for the study program.

Teaching of Psychology (Master's degree) - graduates of the Teaching of Psychology study program (in combination) for whom this study is primarily intended will be admitted on the basis of the weighted study average of their bachelor's degree. For acceptance according to this criterion, a critical limit of the weighted average will be determined. Graduates of other related programs in the field of study teaching and pedagogical sciences with a weighted average above the critical limit will be admitted on the basis of the results of the entrance examination, which will verify their prerequisites for studying psychology teaching (in combination).

Evangelical Theology (Master's degree) - the applicant has to provide evidence about successful completion of Bachelor's Program of Evangelical theology and mission or a related theological study program. The entrance examination committee assesses the results of bachelor studies using a point scale. The quality of knowledge related to evangelical theology and mission is assessed. The candidates with the highest number of points and knowledge level will be admitted to this study.

General pre-conditions for admission into PhD studies

The conditions for admission to the PhD. studies are regulated by Directive no. 7/2021 on doctoral studies at Matej Bel University in Banská Bystrica and Methodical Instruction no. 1/2022 to ensure the quality of doctoral studies at Faculty of Education MBU.

The basic condition for admission to doctoral studies is the completion of a second-degree study program and the successful completion of an entrance examination. The condition of admission is the successful completion of the second stage of university study in the relevant field of study according to the fields listed below. The candidate registers for one of the listed thesis topics for a specific supervisor. The lists of topics and supervisors will be published on www.pdf.umb.sk after **February 28, 2023**.

The applicant for doctoral studies is obliged to enter in the application a foreign language from which he / she will take the entrance examination (English, French, Russian, German). The method and content of the admission procedure will be carried out by the faculty in such a way that the candidates with the best preconditions for a high-quality scientific research plan are accepted. The admission procedure takes place before the admissions committee, which is common to all study programs.

The applicant attaches to the application:

- curriculum vitae;
- declaration / certificate of permanent residence,
- certified copies of educational attainment; the applicant who has completed the second degree of study at the Faculty of MBU, for which he / she is applying for a doctoral study, submits copies of the documents on the achieved education without official verification;
- proposal of the dissertation project, in which the applicant demonstrates knowledge of the issue, research methodology and literature according to the topic (2 copies);
- An overview of his/her previous scientific and publishing activity, listing all current activities related to scientific activity or topic of the thesis (participation in research and other projects, participation and placement in SVOUČ (university scientific or art competition), active presentations at conferences and seminars, education completed, other activities of the applicant related to the chosen field of study), a list of own publications including professional publishing on websites, foreign internships and stays at relevant institutions, including Erasmus, volunteering activities, etc.
- other documents required by the faculty (proof of payment of the fee for the admission procedure and others).

In the event that the applicant does not meet the set conditions published on the website of the website, the faculty will return the application to the applicant for doctoral studies together with the attached documents with a brief justification. The Faculty will send the candidate a written invitation to the entrance examination no later than 14 days before the date of the entrance examination, while also informing him of the content focus of the entrance examination. A copy of the invitation is part of the applicant's personal file.

The condition for acceptance is a successful completion of the admission test in three parts:

1. the professional knowledge of the relevant department with emphasis on the proposed topic and its context according to the researched project,
2. knowledge of research methodology and preconditions of the applicant for scientific-research, resp. scientific and organizational activities; they are verified from two aspects: (1) knowledge of research methods, procedures, resp. tools according to the topic of the work and the researched project, but also 2. all previous activities related to scientific, project, publishing or practice related to the topic of the work
3. Knowledge of a foreign language, which allows independent study of foreign literature and especially ability to communicate in a foreign language, ability to communicate professionally on the topic of the thesis, ability to understand a professional text.

A relevant scoring system is developed for the evaluation, on the basis of which all candidates are ranked according to two forms of study (full-time and part-time) and the candidates with the highest scoring are accepted, regardless of the study program.

The number of students admitted to individual doctoral study programs is not determined in advance, but only on the basis of the results of entrance exams. An exception is the case if the workplace to which the study program belongs, obtained funds for a doctoral position, e.g. from the project, resp. from other external sources.

Education Sciences (PhD.) - admission to doctoral studies in the study program Education Sciences is based on the fulfillment of two conditions (while the faculty may determine for doctoral studies in individual study programs also other conditions of admission to this study approved after getting approval by the Academic Senate of the faculty):

- a) graduation from a second degree (Master's) study program in the study field Social Sciences in Slovakia, or a comparable Bachelor's degree program abroad;
- b) successful completion of the entrance examination.

For the study of the doctoral study program Educational Sciences in Education, developing skills related to the performance of this profession are required. Furthermore, the applicant

should have skills and competencies that will enable him/her to master the requirements of the third (Doctoral) level of higher education: systematized comprehensive content knowledge of educational sciences, ability to use acquired knowledge responsibly and independently in work and study situations and in professional and personal development, digital skills (MS Word, MS Excel, MS Outlook and MS PowerPoint). In the study plan of the doctoral study program Educational Sciences, the subject Scientific Discourse in English is compulsory and, at the same time, part of the study literature in other subjects is in English, therefore the basic knowledge of English at intermediate level is necessary.

Pre-primary and Primary Pedagogy (PhD.) - graduates of the 2nd degree of the following study programs can apply for the study: teaching for the 1st level of primary school, teaching for primary education and preschool pedagogy, exceptionally in the study programs: pedagogy, social pedagogy, special pedagogy, leisure pedagogy, if the applicant will interdisciplinary to develop the issue of education of children of preschool or younger school age, resp. interdisciplinary relevant problems.

The applicant is required to have the expertise of the relevant field, resp. its subdisciplines, which include the topic of the work and knowledge of the methodology of their research at the master's degree level; the ability to present the issue professionally and terminologically correctly; the ability to understand the contextual or interdisciplinary context of the issue; the ability to create a proposed research project with a logical structure, good text styling and relevant research tools; ability to understand a professional text and common communication in a foreign language; a proven proactive approach to personal development; demonstrable interest in scientific activities.

Theology (PhD.) - graduates of the 2nd degree can study for the study in the study program in Theology or in an equivalent study program with knowledge of the biblical languages of Hebrew and Greek.

Social Work (PhD.) - for the study of the doctoral study program social work, skills related to the performance of social work as a helping profession and scientific work related to the field of study are required. The basic precondition for admission to study is the successful completion of the 2nd level of university study in the study program social work or in another (related) field of study after assessment by the guarantor of the study field social work at FE MBU.

Another prerequisite is personality traits and competencies related to the performance of the social work profession, in particular: communication, social and emotional competencies, ability to organize and plan work, ability to make decisions and lead responsibility, creativity and flexibility, ability to accept criticism and provide constructive criticism, emotional stability, social maturity, commitment, strategic and conceptual thinking, ability to cooperate, self - reflection and self – development.

A special translation is the applicant's study skills, i. readiness to master the requirements of the 3rd level of university study and knowledge forming the core of the 2nd level of the master's study program social work, digital skills, ability to learn, critical and analytical thinking, statistical literacy, presentation skills, ability to responsibly and independently use acquired knowledge in work and study situations and professional and personal development. The study is carried out in the Slovak language, therefore written and oral mastery of the Slovak or Czech language is required. The subject Scientific Discourse in English is compulsory in the study plan of the doctoral study program Social Work of Science and at the same time part of the study literature in other subjects is in English, therefore an intermediate knowledge of English at an intermediate level is necessary. Study skills also include the ability and will to learn and further educate and develop professionally and personally.

Information about ‘small doctorate’ (called ‘rigorous’) procedure of PD UMB

The candidate may apply for a ‘small doctorate’ title procedure at the PF UMB in the study program, in which the faculty conducts so called *rigorous* thesis and exam procedures, leading to awarding the small doctorate title. The exams for the ‘small doctorate’ and defense of the

‘small doctorate’ thesis which is its precondition are governed by Act no. 131/2002 Coll. on Higher Education Institutions and on Amendments to Certain Acts and on the current directive at FE UMB in Banská Bystrica.

Graduates of the 2nd (Master) degree study programs can take a ‘small doctorate’ examination, which includes the defense of a thesis in the field of study in which they obtained their university degree. By means of this examination and the defense of a thesis, the candidate has to prove on the basis of self-study that he / she has deeper knowledge in his / her field of study and is able to acquire new knowledge of science and practice independently and able to apply the acquired knowledge creatively in practice.

The Faculty of Education UMB has the right to conduct ‘small doctorate’ examinations and defense of a thesis in the following study programs:

- **Teaching and Pedagogical Sciences;**
- **Social Work;**
- **Psychology;**
- **Theology.**

After defending the thesis and passing an oral exam, the graduates are awarded:

- a) the academic degree ‘Doctor of Education’ (abbreviated to ‘PaedDr.’) in the study programs of the study fields of Teaching and Pedagogical Sciences;
- b) the academic title of Doctor of Philosophy’ (abbreviated to ‘PhDr.’) in the study programs of the study fields Social Work and Psychology;
- c) the academic title of ‘Doctor of Theology’ (‘ThDr.’) in the study program of the study field of Theology.

Full information on ‘small doctorate’ procedures at FE UMB can be found at <https://www.pdf.umb.sk/studenti/studujem/rigorozne-konanie.html>.

Accommodation and catering options for students

The students of the Faculty of Education of the Matej Bel University in Banská Bystrica have the possibility of accommodation in student dormitories. Student canteens provide meals. Information about accommodation will be delivered to the applicant by post, together with the decision on admission to study and other information.

Career opportunities for the graduates

Education of Children, Youth and Adults (Bachelor’s degree) - the graduate is ready to work independently as an educator, leisure animator, lecturer-methodologist-consultant in education and a specialist in education. During the study, he/she develops competencies in the following key professional areas: general knowledge of the field and work areas; biodromal and wider socializing factors in education; inclusive and individualized approaches in education; diagnostics - intervention - correction - prevention; didactic competencies; advisory, managerial and leadership competencies; leisure and civic education; scientific research competencies; legislative, economic and ethical contexts of professions; communication and presentation; professional reflection, engagement and professional development. It also focuses on the development of the following transferable competencies: critical thinking, digital literacy, foreign language, soft-skills, moral and ethical values. The graduate of the study program can work in schools, school educational facilities (afternoon school clubs, leisure centers, school dormitories), special educational facilities (reeducation centers, medical-educational sanatorium, diagnostic center), special-purpose school facilities (school in nature), social facilities (center for children and families), recreational facilities (tourism facilities), children's camps, social service homes, non-governmental and non-profit organizations working with children and young people in their leisure time (community centers, low-threshold centers), cultural and edification facilities; as a specialist in education in public administration, municipality and state administration, but also for legal entities that provide

educational services to clients or provide education and development for their employee; or as a self-employed person in the educational services sector.

Management and Counselling in Education (Master's degree) - the graduate is ready to work independently as a social pedagogue; specialist in the field of education; methodologist for managing the pedagogical process in schools and school facilities; specialist in the field of education and human resources development at universities; manager, leader, supervisor, consultant, specialist, advisor, tutor, mediator in the field of education; director, manager of employee's education and development; advisor in the education and development of learning individuals, work teams and organizations. During the study, he/she develops competencies in the following key professional areas: general knowledge of the field and work areas; biographical and wider socializing factors at the level of the individual and groups; inclusive and individualized approaches; diagnosis, intervention, correction and prevention; teaching methodology competencies; advisory, managerial and leadership competencies; leisure and civic education; scientific research competencies; legislative, economic and ethical contexts of professions; communication and presentation; professional reflection, engagement. It also focuses on the development of the following transferable competencies: critical thinking, digital literacy, foreign language, soft-skills and moral and ethical values. The graduate of the study program can work in schools and school facilities, professional departments for education management in state, public service and self-government, public and private educational organizations, state and private organizations and companies, but also as a self-employed person in the educational services sector. *The study is conceived in a modular way, either the student focuses on (1.) social and educational activities for children and youth or on (2.) education and training of youth, adults and seniors.*

Pre-primary and Primary Teacher Education (Bachelor's degree) - the graduate of this study program is qualified to be a kindergarten teacher (Kindergarten teacher, Worker in upbringing and education in another preschool facility), educator in the children's school club (Educator - except educator for people with special needs) and pedagogical assistant in kindergarten and primary school. He has the competencies for the autonomous performance of his profession, further education and professional development at the level of a beginning pedagogical employee. He has acquired socially accepted civic attitudes and a positive attitude towards his profession and target group. He is able to work as a member of the team, cooperate with professional staff and legal representatives in the educational process.

Primary Teacher Education (Master's degree) - the graduate is ready to work independently as a primary education teacher. In addition to the acquired professional-specific competencies related to the ability to teach subjects at the 1st level of primary school, he also has the ability to apply the acquired transferable competencies in pedagogical practice: critical thinking, digital literacy, foreign language, soft- skills and moral and ethical values. To successfully complete the profession, they will gradually acquire the mentioned knowledge, skills / competencies and attitudes.

Social work (Bachelor's degree) - the graduate of the bachelor's study program in social work is prepared for the performance of professional activities following Act no. 219/2014 on social work. The graduate can work as a social work assistant, social services assistant, social rehabilitation instructor, specialist in the field of cash benefits to compensate for the consequences of severe disability, specialist in the field of assistance in material need and state social benefits, a specialist in social counseling, a specialist for the provision of contributions for active labour market measures, a community worker, a field social worker and a guardian/guardian for minors and adults appointed by the competent court. The main focus of the graduate's employment is social work in direct contact with target groups of social work in various environments, in work with individuals, families, groups, and communities in state administration, self-government, non-profit organizations, social services, and social protection and social guardianship, institutes for imprisonment and detention, medical facilities,

international institutions focusing on social and humanitarian aid, the business community in the field of social services and social counseling, and other organizations and institutions.

Social Work (Master's degree) - the graduate of the master's study program in social work is prepared for the performance of professional activities following Act no. 219/2014 on social work. The graduate of the master's study can work as a social worker, appraisal social worker, social counselor, counselor for individuals, couples, and families, a specialist in the field of social and family policy, specialist in the field of employment and labor market, specialist in employment counseling services, specialist of self-government in the social area, social worker protection specialist, social services specialist, social guardianship specialist, director of social and legal guardianship facilities, director of social services facilities, non-profit sector manager, as coordinator of various projects or worker and director in social enterprises. It is prepared for direct work with various target social work groups and the performance of managerial, methodological, conceptual, project, and research activities within the organizations of state administration, self-government, the non-profit sector, and the business sphere.

Psychology (Bachelor's degree) - the graduate of the first degree of study in the study program Psychology (Bc.) Is prepared so that he can successfully continue his studies in this field at the 2nd level of higher education. The graduate is a personality, ready to competently perform the supportive psychological activities of an assistant assigned to various job positions in the field of scientific research, work, clinical, counseling, education, forensics and others. Indicated occupation: assistant psychologist.

Psychology (Master's degree) - the graduate of the second degree of study in the Psychology study program is prepared so that he can successfully pursue the profession of psychologist and continue his studies at the 3rd degree of higher education. The graduate is prepared to work competently in psychological practice in various areas. The acquired expertise can use in practical, theoretical, methodological, conceptual, project, research and scientific activities within the organizations of state administration, self-government, non-profit sector and business sphere.

Teaching of Psychology (Bachelor's degree) - the graduate of the Bachelor's study program teaching psychology (in combination) is a competence to perform supported pedagogical activities at primary and high schools. The graduate is prepared so that he can continue to study this program at the 2nd level of higher education. The graduate of the study program has the competencies for the autonomous performance of their profession, further education and professional development. He has acquired socially accepted civic attitudes and a positive attitude towards his profession and target group. He is able to work as a member of the team, cooperate with professional staff and legal representatives in the educational process.

Teaching of Psychology (Master's degree) - the graduate of the study program Teaching Psychology is a well-prepared specialist, qualified to be a teacher of psychological subjects at high schools and universities (according to the curricula of high schools and universities). It will be used as a methodologist in methodological centers, centers of educational-psychological counseling and prevention, school inspection, etc. He will also work as a qualified educational consultant, especially in the field of prevention of socio-pathological phenomena.

Evangelical Theology and Mission (Bachelor's degree) - the graduates of the Evangelical Theology and Mission Bachelor study program are qualified to perform clerical activity primarily in Evangelical church congregations, in organizations focused on education, charity, diaconical, and missionary activity, and serve in churches and non-governmental organizations requiring the Bachelor's degree, e.g. missionary church posting, mission abroad, Christian kids' clubs, facilities providing basic subsistence (reception centers, shelters, halfway houses for ex-convicts, low-threshold daily children and family centers, emergency housing, supported housing and social services facilities, prison, police, army, and hospital pastoral care. youth work, daily senior centers, Roma mission, ecumenical activity, Christian publishing houses and biblical societies, Christian diaconical and charity institutions, Evangelism centers, Christian radio, and TV broadcasting, and media activity. The graduates can work in the following areas:

- Church: deacon, chaplain, assistant priest, catechist, parish priest, spiritual administrator, parish administrator, consenior, senior, clerical member of the church management, the highest representative of the church and religious society in the Slovak Republic, church organisation manager expert in the area of church-state relationships, expert in religious studies, a leading representative of an association, manager of a non-profit organisation. Preacher under a registered evangelical church, spiritual administrator of a church congregation, manager of a facility operated by the church, teacher in all kinds of church education, and religious education teacher at primary school.
- Mission: missionary worker in existing church communities, a worker in domestic and foreign missionary organisations, translator-interpreter-linguist
- Other areas: social worker, charity institution worker, prison/military/hospital chaplain, drug centre officer.

The study programme prepares theology students in accordance with the beliefs of the evangelical churches (i.e. part of the state-registered churches) for practice in evangelical churches and related institutions. This study programme is very specific and unique in the SR. Since the Czech Republic lacks a study programme focused on Evangelical Theology, this study programme attracts students from the Czech Republic as well. The higher education delivered under this programme promotes prosocial activities in local church communities and reduces the risk of religious radicalization in a pluralistic society.

Evangelical Theology (Master's degree) - the graduates of the Evangelical Theology Master study programme are qualified to work mainly in church congregations and parachurch organisations, specifically in positions requiring independence, creativity, and invention. They can also work in educational, missionary, and social organisations, free-time activities organised by the state, public service, churches, and NGOs requiring the Master degree, e.g. missionary church posting, mission abroad, Christian kids' clubs, youth work, daily senior centers, Roma mission, ecumenical activity, Christian publishing houses and biblical societies, Christian diaconical and charity institutions, Evangelism centres, Christian radio, and TV broadcasting, media activity, chaplain activity in prisons, hospitals, police, and army.

The graduates can work in the following areas:

- Church: deacon, chaplain, assistant priest, catechist, parish priest, spiritual administrator, parish administrator, consenior, senior, clerical member of the church management, the highest representative of the church and religious society in the Slovak Republic, church organisation manager expert in the area of church-state relationships, an expert in religious studies, a leading representative of an association, manager of a non-profit organisation, preacher under a registered evangelical church, spiritual administrator of a church congregation, manager of a facility operated by the church, teacher in all kinds of church education, religious education teacher at primary school.
- Mission: A missionary of the existing church communities, worker in domestic and international missionary organisations, translator-interpreter-linguist
- Other areas: social facility worker, charity institution worker, prison/military/hospital chaplain, drug center officer.

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Education Sciences (PhD.) - the graduate is ready to work independently as an assistant professor - a university employee, a researcher in the field of education, an analyst in the field of education and a manager in the field of education. During the study, he/she develops competencies in the following key professional areas: general knowledge of the field and work

areas; biodromal and wider socializing factors at the level of the individual and groups; inclusive and individualized approaches; diagnosis, intervention, correction and prevention; didactic competencies; advisory, managerial and leadership competencies; leisure and civic education; scientific research competencies; legislative, economic and ethical contexts of professions; communication and presentation; professional reflection, engagement. The program also focuses on the development of the following transferable competencies of the graduates: critical thinking, digital literacy, professional English, soft-skills, moral and ethical values. The graduate of the study program can apply in tertiary education (college, university); in governmental and non-governmental organizations in the field of education (eg The National Institute for Education, The Institute of Educational Policy, Slovak Governance Institute, Center for the Research of Ethnicity and Culture, Center for Economic and Social Analysis); in private educational and analytical organizations and companies; but also as a self-employed person in the education services sector.

Pre-primary and Primary Pedagogy (PhD.) - the study program Preschool and Elementary Pedagogy in the process of accreditation responds to the current needs of educational practice (according to graduates, potential employers, representatives of state, public and private entities), as well as international requirements for quality research. With its offer it creates a precondition for continuous quality improvement of the new generation of creative, internationally and interdisciplinary trained university teachers - professional assistants, researchers (especially the requirement for training young researchers), capable of quality research in education and training at the international level, in team cooperation with other experts contributing to the development of educational sciences, as well as managers and experts competent to carry out analyzes in the field of education and training.

Theology (PhD.) - the graduates of the third degree of this university study program are competent to carry out conceptual theological and scientific activities; conceptual professional theological activities in the area of theological theory and its practice; as well as explaining the Christian worldview based on professional exegesis of the Bible. They are ready to carry out leadership positions in the church and para-church, diaconal and ecumenical institutions and organizations. They can teach theological subjects at university level and take positions of professional staff to teach and prepare the specialized workers for church and religious organizations. They are capable to comprehend the relationship between natural sciences, humanities and theological sciences. They are competent to carry out research in theology and related fields. From the personality point of view, they are well educated both in science and faith, and they have a broader insight into issues of current philosophical and theological and ethical debate. They are able to process this information in a logical and sensitive way as well as to argument and to publicly respond to the controversial ethical and social issues relating to the Christian faith, religion and culture.

Social Work (PhD.) - the graduate of the doctoral study program social work is prepared for the performance of scientific research, publishing, project, analytical and expert activities and is capable of innovation, development and support of social work as a science and at the same time new ideas and procedures based on research and project activities. He is ready to formulate information on the outputs and conclusions of scientific, research and development work at the international level and is able to be a full member of research teams.

Information for applicants with specific needs

How do I apply to study at the FE UMB if I have a specific need?

Relevant information can be obtained from the competent staff of the Faculty of Education of UMB - Vice-Dean for Pedagogical activities, coordinator for contacts with students with Specific Needs, or the head of the Study Department.

How to choose a study program:

1. Consider the prerequisites for the selected study program in terms of:

- knowledge level and preconditions,
 - technical and personal preparedness and motivation,
 - claims on the content, scope and form of the study,
 - the conditions offered by the university,
 - limits resulting from disability.
2. Try to obtain qualified information about the difficulty and conditions of the study well in advance.
 3. Contact a faculty employee personally to discuss your needs and support options. In case if the selected study program requires an entrance exam - if necessary, write and send a request for an alternative form of the entrance examination together with the rest of the application for your study.

Students with specific needs at the Faculty of Education, UMB - assumptions:

A student is well prepared and well equipped for university studies in case if he/she possesses /has at his/her disposal the required:

- knowledge potential,
- study/learning habits,
- dispositions for study in general and for a certain study program,
- habits and abilities to use his/her own functional potential to maximize self-sufficiency in the study.

That means that a student with these prerequisites will require special support, personal assistance and assistance from the surrounding environment only in situations where the particular obstacle to his / her study is insurmountable by himself / herself.

Coordinator for students with special education needs:

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