

**Conditions for admission to study
the follow-up master's degree study program
"BIOMEDICAL AND CLINICAL ENGINEERING" in full-time form from the
academic year 2024/2025
(in English)**

Each applicant must pass the admission procedure. The admission procedure consists of an entrance examination and submission of the following documents in paper form:

- 1) In the case of graduation from a higher education institution based in the Czech Republic or the Slovak Republic, a **certified copy of the diploma and the supplement to the diploma of the previous higher education** (in exceptional cases, a certificate of passing the final state examination and a transcript of the courses taken, if the diploma is not yet available). Graduates of the Faculty of Biomedical Engineering of CTU from the last 10 years do not need to provide this document.
- 2) In case of graduation from a higher education institution abroad (except for the Slovak Republic), or from a branch of a foreign higher education institution with its seat in the Czech Republic:
 - a) a certified copy of a **certificate of recognition of foreign higher education and qualifications in the Czech Republic (nostrification)**, or a **certificate of recognition of foreign higher education** issued by the Rector's Office of the Czech Technical University in Prague as part of the admission procedure for the academic year 2024/2025. It does not apply to studies completed in the Republic of Poland, Hungary, and the Republic of Slovenia,
 - b) a certified translation of the diploma and the diploma supplement into Czech or English for studies completed in the **Republic of Poland, Hungary, and the Republic of Slovenia**.
- 3) **Certificate of a certified examination in English - level B2 or higher according to the European Framework of Reference**. The certificate **does not have to be supplied by**:
 - a) an applicant who proves that he/she is a native speaker of English,
 - b) an applicant who proves that he/she has completed higher education in English,
 - c) a candidate who has studied at the Faculty of Biomedical Engineering in the English Lifelong Learning Programme,
 - d) a candidate who participates in an online (SKYPE) interview in English.
- 4) **Motivation letter** in English (see below for details).

Applicants who have not completed their studies at the time of filing the application or who do not have all the above documents (except for a motivation letter and proof of language proficiency - see points 3 and 4 above), shall submit these documents subsequently, but no later than **16 September 2024 by 9 a.m.** in person or by post to the study department of the Faculty of Biomedical Engineering (FBME). The letter of motivation and the document certifying language proficiency (referred to in points 3 and 4 above) must be submitted by **13:00 on 3 April 2024** at the latest, either in person or by post, to the Study Department of the Faculty of Biomedical Engineering (FBME). Documents submitted **later will be disregarded**.

Contact address for all documents: ČVUT v Praze, Fakulta biomedicínského inženýrství, studijní oddělení, nám. Sítná 3105, 272 01 Kladno, tel.: +420 224 358 497, e-mail: veronika.jirotkova@fbmi.cvut.cz, web: <https://www.fbmi.cvut.cz/en>.

The maximum capacity of admitted applicants for the study program is **40**. In case of interest of less than 1 applicant, i.e., less than 1 submitted and accepted application form, the studies will not be opened.

Study program Biomedical and Clinical Engineering – basic knowledge of mathematics, physics, chemistry, biology, electrical engineering, and programming are required, as well as the ability to apply and integrate the knowledge. The ability to independently carry out scientific research on a given problem within a project, and to independently design products that can solve problems in biomedical and clinical engineering is also essential. Fluency in speaking and writing the English language is essential.

The entrance examination consists of the submission of a motivation letter in English and an interview in English if the applicant has not documented language proficiency.

Applicants will be admitted based on an assessment of their motivation letters and level of language proficiency. The Committee will select the best candidates up to the declared capacity of admitted candidates for the study program. If at the committee's discretion, there are more applicants at the same level, all such applicants will be admitted regardless of capacity.

Letter of motivation in English:

Applicants interested in studying in the two-year follow-up master's study program - Biomedical and Clinical Engineering should note that the motivation letter plays a significant role in the admission process. The admissions committee assesses the suitability of the candidate for the program based on the motivation letter. Candidates should address the following topics in their motivation letter:

- Why did you choose biomedical and clinical technology as the focus of your master's studies?
- Why do you apply specifically to the study program Biomedical and Clinical Engineering and not to other comparable study programs?
- Why do you apply to the study program that is focused on preparing graduates for subsequent careers in biomedical engineering?
- Why do you think you are a suitable candidate for this study program?
- Do you have an idea of what topic your future diploma thesis should cover?
- How will you fit in with an international group of students from all over the world each having a different background?
- What are your plans after you complete your master's studies?

Length of the motivation letter: maximum 750 words!

Interview in English:

The interview is conducted via SKYPE only in case that the applicant has not provided documents supporting his language skills as per point 3 or these documents were not accepted by the faculty. The interview will take place between **16 April and 26 April 2024 / 7 May and 10 May 2024**. The applicant will be informed about the date and time of the interview in advance via email to the email address provided in the application form and via the online application form.

During the whole admissions process, applicants are required to monitor their online application form where all relevant information will be made available. This includes in particular the invitation to the interview and to the enrolment.

Applications are made electronically via <http://prihlaska.cvut.cz> (choose the English version - EN) and are submitted electronically only. An application form is considered submitted if it is **electronically completed and paid for**. Without a timely payment of the administrative fee, the application will not be included in the admission procedure.

The last day on which the applicant will be able to electronically complete the application form for the academic year **2024/2025** is **31 March 2024!**

The administrative fee for the admission procedure is **900,- CZK** and is payable by **payment card online** via the **payment gateway** directly in the electronic application form. The fee can also be paid by A-type postal order or by a transfer order (Bank: Komerční banka Praha 6, account number 27-7380010287/0100 (for applicants from a country other than the Czech Republic, the international format of the IBAN account number applies: CZ2601000000277380010287 and Swift Code: KOMBCZPP), the applicant shall indicate 77777 as the variable symbol and the application number as the specific symbol). The payment order must be submitted to the bank no later than **31 March 2024**. The A-type postal order must be paid at the post office no later than **31 March 2024**. However, the Faculty **does not recommend** this method of payment due to the higher error rate in transcribing the data and the possible longer time for linking the payment to the electronic application for studies.

Payments sent by bank transfer and paid at the post office after 31 March 2024 will be disregarded.

The administrative fee is not refunded, even if the study program is not opened and therefore no entrance examination is held. It is also not refundable if the application is not included in the admission procedure due to failure to pay on time.

Once the online application has been completed and paid for on time, applicants are asked to **immediately email their contact details for a possible SKYPE interview**. We also recommend **scanning and emailing all the above documents** before sending them by post. In both cases, please send them to veronika.jirotkova@fbmi.cvut.cz.

If admitted, the applicant must enrol for the studies. The enrolment will take place on 16 September 2024. Applicants will be invited to this date via the online application form. In the event of non-attendance at the enrolment, it will be assumed that the admitted candidate is not interested in starting his/her studies. The faculty does not provide an alternative enrolment date.

There is a fee for studying in English. The tuition fee is set in accordance with the applicable Statute of the CTU, Article 11, and Annex 5 to the Statute of the CTU (<https://www.fbmi.cvut.cz/en/students/documents>).

Students of the follow-up master's degree program - Biomedical and Clinical Engineering taught in English are entitled to a special-purpose scholarship in the first year of study. In the academic year 2024/2025 it will be paid in the amount of 25 000,- CZK per semester. The special-purpose



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scholarship will be awarded to support the studies in the Czech Republic based on the conditions being met (payment of the assessed tuition fee by the specified dates). Students are also entitled to a scholarship for outstanding academic performance. The amount of these scholarships and the conditions for obtaining them in the relevant academic year are provided in accordance with the Scholarship Rules of the CTU in Prague and the Dean's Directive for the Implementation of Bachelor's and Follow-up Master's Degree Programmes at the Faculty of Biomedical Engineering of the CTU.

Approved by the Academic Senate of FBME CTU on 13 November 2023

prof. MUDr. Jozef Rosina, Ph.D., MBA
FBME DEAN