



Ref. No. JU/2025/003872

Vodňany, 24<sup>th</sup> February 2025

## Dean's Measure No. 6/2025

### Rules for the 2<sup>nd</sup> Round of the Admission Procedure and Conditions for the Admission to Study in Bachelor's and Postgraduate Master's Study Programs for the Academic year 2025/2026

On grounds of § 48 to 50 of the Act No.111/1998 Coll., On Universities and amendments and supplements to other acts (hereinafter referred to as the Higher Education Act), I herein announce the following Rules for the 2<sup>nd</sup> round of the admission procedure and the conditions for admission to study in the following study programs:

Type of education	Study program	Form of study
<b>Bachelor's study degree</b>		
Agriculture (A)	Fishery	Full-time and combined
Biology, Ecology and Environment (BEE)	Protection of Waters	Full-time and combined
<b>Postgraduate master's study degree</b>		
Combined (A – 60%, BEE – 40%)	Fishery and Protection of Waters	Full-time and combined

#### 1. General provisions

- **The Bachelor's degree program in Fisheries** can be studied in full-time form as a professionally oriented study program, or in a combined form as an academically oriented study program, both in the Czech language, the standard duration of study is three years.
- **The Bachelor's degree program in Protection of Waters** can be studied in full-time form or in a combined form as an academically oriented study program in the Czech language, the standard duration of study is three years.
- **The follow-up Master's degree program in Fisheries and Protection of Waters** can be studied in full-time form or in a combined form as an academically oriented study program in the Czech language, the standard duration of study is two years.



**The following applicants may be admitted to study for bachelor's and subsequent master's degrees:**

- a) a citizen of the Czech Republic, another member state of the European Union, a state which accepted the Agreement on the European economic area or Swiss federation, who fulfill the conditions outlined in the following text of this Measure or
- b) a citizen of another state, who must fulfill the conditions outlined in the following text of this Decision as well as comply with special regulations for the studies of foreign citizens at the universities in the Czech Republic

who has paid the fee for the admission procedure **by 1<sup>st</sup> August 2025** and sent or submitted the application for study with the required attachments to the study workplace of the Faculty of Fisheries and Protection of Waters.

Applicants who are not admitted to the chosen study program in the first round of the admission procedure due to a low number of applicants may request in writing the study workplace to include the application from the first round in the 2<sup>nd</sup> round of the admission procedure without the need to fill out a new application form and pay the fee for the admission procedure.

## **2. Study applications**

Study applications are accepted through the online application system on the website of the University of South Bohemia: <https://wstag.jcu.cz/portal/studium/uchazec/eprihlaska.html>.

**The fee for the acts associated with the admission procedure amounting to CZK 700** must be paid at the time of the application submission, by bank transfer, money order, or via a payment gateway in the IS STAG online application. For payment by transfer or money order, the payment details are as follows:

- Account number: 104725778/0300
- Bank: ČSOB a.s., České Budějovice
- IBAN for payment from abroad: CZ20030000000000104725778
- BIC for payment from abroad: CEKOCZPP
- Variable symbol: 6020109
- Constant symbol: 378 for payment by a bank transfer, 379 for payment by a post-money order
- Specific symbol: the applicant's field number specified in the online application for study



In case of problems with the payment, the applicants will be asked to document the payment for the admission procedure (bank statement, bank confirmation about bank transfer, coupon from the post-money order, etc.).

The applicant applies for a specific study program. If applicants apply for multiple programs (or forms of study), they are required to submit a separate application for each study program and form of study (full-time, combined) and pay the above-mentioned fee.

**Candidates with specific needs** (with a disability or limiting chronic illness) must state this fact in the application and briefly describe their limitations. Candidates with specific needs have the right to use the support services provided by the university during the entrance examination and, if accepted, during the course of their studies through the Center for Support of Students with Specific Needs (hereinafter referred to as the Center). An applicant with specific needs who wants to use the services of the Center must state this fact in the application and check the option "Consideration of specific needs". After completing the application, these applicants will be contacted by the Center's staff and will be informed about the next steps. Further information can be obtained on the centre's website (<http://centrumssp.jcu.cz/>), by e-mail ([centrum-ssp@jcu.cz](mailto:centrum-ssp@jcu.cz)) or by phone (+420 389 036 026). It is also possible to consult with the centre's staff about the suitability of the study programme before submitting an application for study.

The application includes the following annexes, depending on the form of study chosen:

- Annual report card (results for the 2<sup>nd</sup> semester) for the last 4 years of secondary school studies – **applies to applicants for a bachelor's study program.**
- Original or officially certified copy of the document on completion of secondary school education (secondary school leaving certificate), delivered in paper form or as a PDF document created by authorized conversion – **applies to applicants for a bachelor's study program**, in cases where the student completed secondary school education before 2025. Applicants graduating in 2025 must provide a document on completion of secondary school education immediately after receiving it, but no later than the date of enrolment for studies. In the case of a high school leaving certificate from a foreign secondary school, the applicant must submit (I) a document on the final exam equivalent to the secondary school leaving certificate, validated in accordance with Section 108 of Act No. 561/2004 Coll., the Education Act, unless an international agreement provides otherwise, or (II) the original or an officially certified copy of an official document confirming the completion of secondary education, which entitles the student to study at a university in a bachelor's or higher study program in the given country. The document must be certified in accordance with § 12 of Act No. 91/2012 Coll., on private international law, as amended, unless an international or bilateral agreement provides otherwise. An official translation of the above document into



Czech or English is also provided. In case of doubt, the FFPW USB may request the submission of a document pursuant to point (I). If the original document is provided, it must be submitted in person at the Department of Student Affairs FFPW USB.

- Original or officially certified copy of a diploma of at least a bachelor's degree (in paper form or as a PDF document created by authorized conversion) - **applies to applicants for a follow-up master's study program** who completed a bachelor's or higher degree before 2025. Applicants who complete a bachelor's or higher degree in 2025 must provide proof of completion of their bachelor's degree immediately after receiving it, but no later than the date of enrolment. In the case of a degree from a foreign university or higher vocational school, the applicant must submit (I) a document confirming the equivalence of foreign studies and a diploma with studies in a bachelor's study program accredited at a university in the Czech Republic, issued as a decision of its rector by such a university in the Czech Republic, unless an international agreement provides otherwise, or (II) an original or officially certified copy of an official document confirming the achievement of higher education that entitles the applicant to study a follow-up master's study program in the given country. The document must be certified in accordance with Section 12 of Act No. 91/2012 Coll., on private international law, as amended, unless an international or bilateral treaty provides otherwise. At the same time, the following documents must be submitted: i) an official translation of the above-mentioned document into Czech or English, ii) an English original, an officially certified copy of the English original or an official translation of the transcript of completed study obligations of the applicant from the bachelor's degree issued by the relevant university. In case of doubt, the FFPW USB may also request the submission of a document pursuant to point I) (pursuant to Sections 89 and 90 of the Higher Education Act). If the original document is submitted, it must be submitted in person at the Department of Student Affairs FFPW USB.
- An original or an officially certified copy of the CCE certificate (certified Czech language exam for foreigners) (in paper form or as a PDF document generated by an authorized conversion) proving knowledge of the Czech language at a minimum level of B1 – **valid for applicants of foreign nationality (with the exception of citizens of the Slovak Republic)**. In the case of submitting the original of the document, it is necessary to present it in person at the relevant Department of Student Affairs.
- Structured curriculum vitae of the applicant – **this applies to applicants for the combined form of study.**
- Covering letter about the improvement of skills - **this applies to applicants for the combined form of study.**



- Recommendation of an employer to applicant's study - **this applies to applicants for the combined form of study**. This document is not compulsory, but it can be considered in the admission procedure.

**Mandatory attachments to the e-application can be delivered in any of the ways described below:**

- **electronically (by e-mail or as an attachment to the e-application)**
  - the school-leaving certificate or proof of completed bachelor's studies must be verified through electronic conversion (e.g. at the Czech Post or at a notary)
  - other documents can be scanned
- **by post**
  - an officially certified copy of the original school-leaving certificate or proof of completed bachelor's or higher degree of studies
  - other documents can be delivered in the format of a simple copy
- **in person**
  - originals of all mandatory attachments can be delivered, from which the study center staff will make copies

**If there are formal deficiencies in the application, the study centre will send an e-mail requesting the applicant to remedy the deficiencies. If the fundamental formal deficiencies are not remedied by the date specified in the request, the application will be excluded from the admission procedure.** The applicant is responsible for the accuracy of the information provided in the application. If the applicant provides incorrect information in the application, he/she may also be excluded from the admission procedure or may not be allowed to enrol for studies at the FFPW USB.

**Due to the short time between the processing of applications and the decision on admission, it is necessary for applicants to provide their e-mail or telephone contact.**

**Mandatory attachments to the study application can be sent to the address:**

Jihočeská univerzita v Českých Budějovicích  
Fakulta rybářství a ochrany vod  
Ústav akvakultury a ochrany vod, studijní pracoviště  
Na Sádkách 1780  
370 05 České Budějovice



### **3. Admission procedure**

#### **Bachelor's study – both study programs, full-time form of study**

The applicants are accepted **WITHOUT ENTRANCE EXAMINATIONS**. In case the number of applicants exceeds the number of admitted students set by the Dean of the FFPW USB, the applicants will be accepted based on the order determined by the total average of study averages from single school reports (from the lowest to the highest). The decisive condition for acceptance is the placement in the order of admitted students. The overall study average from annual school reports for the last 4 years of study at the secondary school is calculated in the cases of all applicants. This also applies to studying at vocational schools with extension. An applicant, who does not supply all the results of studies over the last 4 years of study at secondary school, will be excluded from the admission procedure. The total average will be calculated for two decimal places. All applicants with the same average, as the last admitted applicant gained, will be also included in the order of admitted students.

- Applicants who are placed in the order of the number of admitted students and meet other conditions for admission will receive notification of acceptance.
- Applicants, who are placed in the order of the number of admitted students but do not meet the conditions for admission (it concerns applicants graduating after the deadline for submitting the application), will be informed about their placement in the order of admitted students and will be accepted after all conditions for admission have been met.
- Applicants, who are placed out of the order of admitted students, will not be admitted to study.

#### **Bachelor's study – both study programs, combined form of study**

The applicants are accepted **WITHOUT ENTRANCE EXAMINATIONS**. If the number of applicants exceeds the number of admitted students set by the Dean of the FFPW USB, the applicants will be accepted based on the order drawn up by a combination of the order of applicants according to the results of their secondary school studies and a score assigned by an admission committee.

The applicants' order according to the results at the secondary school will be determined by the total average (from the lowest to the highest) from study averages of the individual school reports at the end of the last four years of secondary school before getting graduation. This also applies in vocational schools with a degree extension. The applicant, who does not submit all the study results for the last four years at the secondary school, will be included in this part of the evaluation in the last place in the order. The average will be calculated for two decimal places. The applicants with the same average will have the same rank. Other candidates will





have the rank corresponding to their actual order of ranked candidates (e.g. if two candidates have third order, the next rank will be fifth).

Score points 0-30 will be assigned by the admission committee based on analysis of data from the current experience of the applicant, competencies gained in the course of employment, his / her motivation to improve qualifications, and recommendations from the employer. The applicants' rank will depend on the number of points. Applicants with the same number of points will have the same order.

The overall rank of applicants will be determined by the weighted study average from the results at the secondary school and scores assigned by the admission committee. The results at the secondary school will constitute 40 % of the overall mark and the scores assigned by the admission committee will constitute 60 % of the overall mark. All applicants with the same order, as the last admitted applicant gained, will also be included in the order of admitted students (e.g. if the 20 best applicants are accepted and there are more applicants with the same number of points in 20th place, all of these applicants will be accepted).

- Applicants who are placed in the order of the number of admitted students and meet other conditions for admission will receive notification of acceptance.
- Applicants, who are placed in the order of the number of admitted students but do not meet the conditions for admission (it concerns applicants graduating after the deadline for submitting the application), will be informed about their placement in the order of admitted students and will be accepted after all conditions for admission have been met.
- Applicants, who are placed out of the order of admitted students, will not be admitted to study.

### **Postgraduate master's study – study program Fishery and Protection of Waters, a full-time form of study**

In particular, graduates of bachelor's and higher study programs with a focus on Fishery and Protection of Waters, as well as graduates of study programs in the field of Agriculture; Biology, Ecology and Environment; Pharmacy; Chemistry; Forestry and Timber; Food industry; Veterinary Medicine, and Veterinary Hygiene, can apply for admission to study; furthermore, graduates of other bachelor's study programs and fields who demonstrate sufficient expertise to study a postgraduate master's program can also apply. Graduates of bachelor's and higher study fields/programs with a focus on Fishery and Protection of Waters will be accepted without admission exams, provided that they document a weighted study average from the previous study (excluding the results of the final state examination) which does not exceed 2.10 and that their bachelor's thesis was not evaluated with a grade lower than Very Good. Other applicants will sit a written entrance test. The test will contain questions from the



following subjects or areas of accredited bachelor's fields/programs in Fishery and Protection of Waters at the FFPW USB:

- Basics of cell biology (10 questions)
- Basics of hydrochemistry (10 questions)
- Law in fisheries and water management (10 questions)
- Water management (10 questions)
- Fishery (10 questions)

Applicants who do not obtain at least 30 points out of 50 will not be admitted to study. The applicants who meet the minimum number of points will be ranked according to the number of points they obtained. Applicants with the same number of points will have the same ranking. The next-in-line applicants will then be ranked based on their actual order (e.g. if two applicants are placed third, the next one is placed fifth). Applicants with the highest number of points will be placed on the list of admitted students, up to the maximum number of admitted students specified below (after deducting the places occupied by applicants admitted without admission exams). All applicants with the same ranking as the last accepted applicant will also be admitted.

- Applicants who are ranked among the admitted students and who meet all the other requirements for admission will receive a decision on admission to study.
- Applicants who are ranked among the admitted students and do not meet the requirements for admission (this applies in particular to submitting a certificate of previous required education) will be informed that they have been placed on the list of admitted students and that they will be accepted after meeting all the requirements for admission.
- Applicants who are ranked outside the list of accepted students or who do not submit a certificate of previous education in time will not be admitted to study or, if applicable, the admission process will be discontinued.

### **Postgraduate master's study – study program Fishery and Protection of Waters, combined form of study**

In particular, graduates of bachelor's and higher study programs with a focus on Fishery and Protection of Waters, as well as graduates of study programs in the field of Agriculture; Biology, Ecology and Environment; Pharmacy; Chemistry; Forestry and Timber; Food industry; Veterinary Medicine, and Veterinary Hygiene, can apply for admission to study; furthermore, graduates of other bachelor's study programs and fields who demonstrate sufficient expertise to study a postgraduate master's program can also apply. Graduates of bachelor's and higher study fields/programs with a focus on Fishery and Protection of Waters will be accepted without admission exams, provided that they document a weighted study average from the previous study (excluding the results of the final state examination) which does not exceed 2.10 and that their bachelor's thesis was not evaluated with a grade lower than Very Good. Other applicants will sit a written entrance test. The test will contain questions from the





following subjects or areas of accredited bachelor's fields/programs in Fishery and Protection of Waters at the FFPW USB:

- Basics of cell biology (10 questions)
- Basics of hydrochemistry (10 questions)
- Law in fisheries and water management (10 questions)
- Water management (10 questions)
- Fishery (10 questions)

Applicants who do not obtain at least 25 points out of 50 will not be admitted to study. The applicants who meet the minimum number of points will be ranked according to the number of points they obtained. This ranking will have a weight of 60 %. Another ranking will be compiled by the Admission Committee based on the number of points (0–30) awarded as a result of evaluation of the applicant's previous experience, competencies acquired during employment, his/her motivation to increase his/her qualifications, and the employer's recommendation. This ranking will have a weight of 40 %. Applicants with the same number of points will have the same ranking. The next-in-line applicants will then be ranked based on their actual order (e.g. if two applicants are placed third, the next one is placed fifth). The overall ranking of applicants will be determined by the weighted average of the ranking from the entrance exam and of the evaluation by the Admission Committee. All applicants with the same ranking as the last accepted applicant will also be admitted.

- Applicants who are ranked among the admitted students and who meet all the other requirements for admission will receive a decision on admission to study.
- Applicants who are ranked among the admitted students and do not meet the requirements for admission (this applies in particular to submitting a certificate of previous required education) will be informed that they have been placed on the list of admitted students and that they will be accepted after meeting all the requirements for admission.
- Applicants who are ranked outside the list of accepted students or who do not submit a certificate of previous education in time will not be admitted to study or, if applicable, the admission process will be discontinued.

**If there is an entrance exam for the postgraduate master's study program Fishery and Protection of Waters**, it will be held on **20<sup>th</sup> August 2025**. The time and place of the entrance exam will be specified in an invitation sent to applicants to the e-mail address indicated in the application, no later than 7 days before the date of the entrance exam. If the number of applicants is lower than the number of accepted students and all the applicants have completed their previous education in the fields of education listed above, the Admissions Committee may propose to the Dean that applicants be admitted without the need for an entrance exam.



#### **4. Admission committee**

The admission committee executes the assessment of the duration and results of the admission procedure. The Dean appoints the admission committee for the bachelor's and postgraduate master's study program. The committee consists of a chairman and at least 2 other members. The committee verifies the completeness and accuracy of the information included in the application and accompanying materials of the candidate. It assesses all pieces of information and decides on the order of applicants according to conditions and procedures specified in the relevant paragraphs of this Decision. Based on the Order of applicants the committee elaborates the proposal to the Dean of the FFPW USB for a further procedure regarding handling the applications.

The admissions committees will forward all admissions materials to the Department of Student Affairs within 3 days after the last meeting of the relevant admissions committee. The Dean will decide whether or not to accept applicants for study based on the order of admitted applicants compiled by the committees individually with regard to the fulfillment/failure of all necessary conditions.

#### **5. Delivery of the Dean's decision**

A positive decision on admission to study will be delivered via the electronic information system of the university (as stipulated in Section 69a, paragraph 1 of the Act on Universities) to those applicants who, by checking the relevant option in the electronic application, consent to this method of delivery. Admitted applicants who do not consent to electronic delivery, or all other applicants, will be notified by registered letter in person to the contact address specified in the application for study, or by data box, if they have one and indicate it in the application for study. If the applicant's contact address is not filled in in the application, the decision on the result of the admission procedure is sent to the permanent address of the applicant for study.

#### **6. Appeal against the decision about non-acceptance to study**

If the applicant does not agree with the decision of the Dean of the FFPW USB on his / her non-acceptance to study, he/she is authorized to apply for a review of such decision in the form of a written request submitted to the Dean within 30 days from the date of the delivery of the decision. Provided that the Dean does not accord the request, the decision shall be passed to the Rector of the University of South Bohemia in České Budějovice. The Rector's decision is final. The applicant has the right before the deadline for submission of an application for review of non-acceptance to look at his / her documentation forming the ground for the decision about non-acceptance to study. United terms of access to the



materials will be announced on the website of the faculty. The applicant is not authorized to look at the documentation of other students or the admission committee's minutes.

## **7. Anticipated numbers of accepted students**

### **Bachelor's study program**

- Fishery (full-time study): 20 students
- Fishery (combined study): 15 students
- Protection of Waters (full-time study): 20 students
- Protection of Waters (combined study): 15 students

### **Postgraduate master's study program**

- Fishery and Protection of Waters (full-time study): 10 students
- Fishery and Protection of Waters (combined study): 10 students

The Dean may decide to modify the number of admitted students or refuse admission of applicants due to a lack of interest in the study program.

Rules for the 2<sup>nd</sup> round of the admission procedure and conditions for admission to study at the Faculty of Fisheries and Protection of Waters USB for the academic year 2025/2026 were validated by the Academic Senate of the FFPW USB on 24<sup>th</sup> February 2025.

Prof. Tomáš Polícar, m. p.  
Dean of the FFPW USB

David Gela, PhD, m. p.  
Chairman of the AS of the FFPW USB