



**SILESIA
UNIVERSITY**

SCHOOL OF BUSINESS
ADMINISTRATION IN KARVINA

Dean's Decision No. 8/2020

Implementation of conditional enrollment in the follow-up Master's degree study program Economics and Management accredited in English and the course of study in the winter semester 2020/2021 for foreign students of this program

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Art. 1

Introductory Provisions

- 1) This Dean's Decision (hereinafter referred to as the “Decision”) sets out the conditions for conditional enrollment and course of study in the winter semester of the academic year 2020/2021 for applicants and students admitted to study under the Conditions of the Admission Procedure to the follow-up Master's degree program in Economics and Management accredited in English at the Silesian University in Opava, the School of Business Administration in Karviná (hereinafter referred to as “SU SBA”) for the academic year 2020/2021 (hereinafter referred to as “Conditions”) dated 06 November 2019 and under Section 4 and 6 of Act No. 188/2020 Coll., on Special Rules for Education and Decision-Making at Higher Education Institutions in 2020 and on the Assessment of the Period of Study for the Purposes of Other Acts.
- 2) The decision is valid and applicants and students are obliged to follow it, and those who are or will be prevented due to the negative international impacts of the coronavirus pandemic SARS-CoV-2 (restrictions on the functioning of embassies under the student regime, international restrictions on travel, restrictions on entry from/to individual countries, etc.) to appear in person for enrollment in September 2020 and to participate in the full-time study form in the winter semester of the academic year 2020/2021.

Art. 2

Conditional enrollment for study

- 1) An applicant, who has fulfilled the Conditions, and received a decision on conditional admission and for whom this Decision applies according to Art. 1 para. 2, may be enrolled conditionally at a distance (hereinafter referred to as “enrollment”).

- 2) Enrollment will be made based on the Application for conditional enrollment at a distance (hereinafter referred to as the “application”) (see Attachment No. 1), which the applicant delivers electronically to the relevant employee of the Department of Study and Social Affairs at the SU SBA, who administers foreign students (signed scan in *.pdf), by email to the address foreign@opf.slu.cz by September 30, 2020. Based on such an application, the Applicant will be conditionally enrolled in the relevant degree program at the SU SBA.
- 3) By 15 October 2020, a student conditionally enrolled in the study under para. 2) is obliged to deliver a certified document proving the recognition of previous foreign higher education in the Czech Republic by post to the Department of Study and Social Affairs of SU SBA (Address: Univerzitní náměstí 1934/3, 73340 Karviná, Czech Republic). This does not apply to students who have applied for recognition of previous foreign higher education at the Silesian University in Opava.
- 4) Students who have submitted an application for recognition of previous foreign higher education to the Silesian University in Opava will send the completed Application for issuing a counterpart of a written copy of a decision on the recognition of foreign higher education (see Attachment No. 2) (completed and signed scan in *.pdf format) electronically to sarka.holcapkova@slu.cz no later than October 10, 2020.
- 5) If the conditionally enrolled student does not hand over the document or does not submit an application under Art. 2 para. 3, upon the expiration of the set period the admission and enrollment to study will cease to be valid and effective and such a student will be considered as a person who has not enrolled in the study.

Art. 3

Course of study in the winter semester

- 1) For students conditionally enrolled in the relevant degree program at the SU SBA according to Art. 2, who for objective reasons stated in Art. 1 par. 2) cannot participate in the full-time study form in the winter semester of the academic year 2020/2021, the distance study form will be provided.
- 2) Teachers will receive a list of conditionally enrolled students (who will use the distance study form) from the Department of Study and Social Affairs of the SU SBA.
- 3) To ensure the proper course of the distance study form according to para. 1, students will have access to study materials through information systems used for these purposes. Students will receive instructions by email on how to use these information systems.
- 4) Students in the distance study form according to para. 1 must arrive to the SU SBA as soon as possible upon conditional enrollment, by January 31, 2021.
- 5) Students in the distance study form according to para. 1 must pass the examinations for the winter semester in person in accordance with the accreditation of the degree program in Economics and Management, the field of study Business Economics and Management in the examination period for the winter semester.
- 6) If the student does not take exams in the full-time form for the winter semester and does not start attending classes in the summer semester, which will take place exclusively full-time, the termination of study will be dealt with the student according to the Study and Examination Code for Students of Bachelor's and Master's Study Programmes of Silesian University in Opava as amended.

Art. 4

Tuition fee

- 1) The students will be charged the tuition fee for the entire academic year 2020/2021 only upon their arrival at the SU SBA.
- 2) The tuition fee is set by the Dean's Decision No. 4/2020 The Amount of Fees Associated with Studies in a Foreign Language at the Silesian University in Opava, the School of Business Administration in Karviná.

Art. 5

Final provisions

- 1) This Decision shall enter into force and effect on 22 June 2020.

In Karviná on 22 June 2020

prof. Ing. Daniel Stavárek, Ph.D.
Dean

Application for conditional enrollment at a distance

Information on the applicant

Name and surname of the applicant:

Date and place of birth:

Permanent residence address:

Contact address:

Nationality:

Passport number:

Reference no. of the admission decision (“č. j.”):

Phone:

E-mail:

I request a conditional enrollment at a distance in the Master’s degree program in Economics and Management, the field of study Business Economics and Management with the specialization in Marketing and Trade in the full-time study form for the academic year 2020/2021 due to (it is possible to mark more options):

pandemic COVID-19 and related government restrictions	<input type="checkbox"/>
failure to receive a visa on time	<input type="checkbox"/>
impossibility to travel to the Czech Republic	<input type="checkbox"/>

Other reason:

Date:

Applicant's signature:



Application for issuing a counterpart of a written copy of a decision on the recognition of foreign higher education

Information on the applicant

Name and surname of the applicant:

Date of birth:

Permanent residence address:

Contact address:

Nationality:

Reference no. ("č. j.") and date of the decision on the recognition of foreign higher education (if known):

Phone:

E-mail:

In accordance with Section 69, Paragraph 4 of Act No. 500/2004 Coll., the Administrative Procedure Code, as amended, and in accordance with other generally binding legal regulations, in particular, the General Data Protection Regulation, I request the Silesian University in Opava to issue a counterpart of the decision of the Silesian University in Opava regarding the recognition of my previous foreign higher education.

At the same time, I request the issued counterpart of the decision specified above to be provided to the School of Business Administration in Karviná, the Silesian University in Opava, due to a submission of the documents required for an admission procedure.

In

Date:

Applicant's signature:

Part of the university:	School of Business Administration in Karviná
Designation:	Dean's Decision
Number:	8/2020
Name of the standard:	Implementation of conditional enrollment in the follow-up Master's degree study program Economics and Management accredited in English and the course of study in the winter semester 2020/2021 for foreign students of this program
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