

# **Requirements for admission to study at the Faculty of Arts of Charles University for courses starting in the 2026/2027 academic year: Bachelor's and master's programmes of study**

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## **1 Basic information about the admissions procedure and general requirements**

- 1.1 The admission procedure is governed by the provisions of §§ 48 to 50 of Act no. 111/1998 Coll., on higher education institutions and amending and supplementing other acts, as amended; Art. 19 and 20 of the Constitution of Charles University, as amended; Charles University Regulations for the Admission Procedure for Applicants, as amended; Rector's Directive No. 12/2025 Schedule of the Admission Procedure for Study at Charles University for Courses Starting in the 2026/2027 Academic Year, as amended, and the associated Dean's directive *Schedule of the Admission Procedure for Studies at the Faculty of Arts of Charles University for Courses Starting in the 2026/2027 Academic Year and Preparations for the Admission Procedure for Studies Starting in the 2027/2028 Academic Year* (to be issued; hereinafter referred to as the "*Schedule of the Admission Procedure at CU ARTS*"); *Dean's directive No. 4/2017 Organisation of the Admission Procedure for Studies at the Faculty of Arts of Charles University, as amended*; and these *Requirements for the Admission Procedure for Study at the Faculty of Arts of Charles University for Courses Starting in the 2026/2027 academic year: Bachelor's and Master's Courses*.
- 1.2 These *Requirements for admission procedures for study at the Faculty of Arts of Charles University for courses starting in the 2026/2027 academic year: Bachelor's and master's programmes of study* ("RAP" or "these Requirements") set out the requirements for admission to study in bachelor's degree programmes and master's degree programmes that follow bachelor's degree programmes ("bachelor's and master's degree programmes").
- 1.3 **Admission to study in a bachelor's degree programme is the successful completion of secondary education having passed a school leaving examination (*maturita*) and proof of language competences. Admission to study in a master's degree programme is conditional on the proper completion of studies in any type of university degree programme and proof of language competences.** For some master's degree programmes, the Faculty of Arts of Charles University may set requirements regarding the affinity of completed study programmes.
- 1.4 **The Faculty of Arts of Charles University** (the "CU Faculty of Arts" or the "Faculty") **further stipulates additional requirements for admission to study relating to certain knowledge, abilities or talents. The faculty verifies these through an entrance examination.**
- 1.5 In addition, for individual programmes, the faculty determines the anticipated number of admitted applicants who have met the specified requirements (the "anticipated number of admitted applicants"). If a large number of candidates meet these requirements, the best according to the ranking are admitted.
- 1.6 **These Requirements consist of general requirements common to the admission procedure for all study programmes (Art. 1–10) and the academic requirements for individual study programmes, which determine the form of the entrance examination, the anticipated number of admitted applicants and any other requirements separately for each study programme (Art. 11).** In the academic requirements for individual study programmes, it is also stated whether the study programme is implemented as a single-curriculum study programme, combined study programme, study programme with or without a specialisation, and in the case of study programmes with a specialisation, whether the applicant chooses a specialisation as part of the admission procedure (in the application for study), or whether they make

their choice only when enrolling for study or in the course of study.

## 2 Study programmes

- 2.1 **Most of the study programmes offered by the Faculty of Arts can be studied independently** (i.e. as a single-curriculum study programme) **or in the form of combined studies** (i.e. two study programmes, with one being the major and the other the minor); some study programmes can be studied independently or jointly only. **For some study programmes, there is also the possibility of what is known as two-specialisation study** – a combination of two specialisations of the same study programme (Art. 11 RAP).
- 2.2 **Study programmes with the option of joint study can be freely combined within the faculty**, in the following groupings: a) bachelor's degree programmes with a focus on education, b) other bachelor's degree programmes taught in Czech, c) master's degree programmes in teaching, d) other master's degree programmes taught in Czech, e) master's degree programmes taught in English. Any restrictions on the grouping of study programmes are specified in the professional requirements for individual study programmes (Art. 11 RAP).
- 2.3 **Based on inter-faculty agreements between the Faculty of Arts and some other faculties of Charles University, selected study programmes can be studied at two faculties at the same time.**
- 2.4 Study obligations for all bachelor's and master's degree programmes taught in Czech include the study of foreign-language literature and sources, most often in English. Parts of courses (including compulsory courses) may be taught in a foreign language, most often in English. **Courses assume language knowledge of and skills in English to at least B1 level, i.e. the level of the language examination in the common part of the school leaving examination, unless stated otherwise in the professional requirements for individual study programmes (Art. 11 RAP).** These language skills are usually not verified during the entrance examination, nor do they have to be proven by a certificate or other document. If they are required during the admission procedure, this fact is stated in the professional requirements for individual study programmes (Art. 11 RAP). In addition, part of the study programme (including compulsory courses) may be taught in a foreign language, mastery of which is required by the curriculum of the relevant study programme (e.g. in Spanish in the case of Hispanic Studies).
- 2.5 **In some bachelor's and master's degree programmes, the fulfilment of study obligations outside the university is a compulsory part of the course** (this may include field work, excursions, or exercises with archaeological materials). The total costs for these activities, which may exceed the amount of 5,000 CZK for the entire course, are borne by the student. Information on a) the estimated amount for these activities, b) options for the substitute performance of these activities on the premises of the University and c) any options for applying for partial reimbursement of costs incurred through a scholarship under predetermined conditions are always communicated to students before the beginning of the semester (or before enrolment in courses in the Charles University Study Information System). For the study programmes concerned, this fact is stated in the professional requirements for individual study programmes (Art. 11 RAP).

### 3 Application for study

- 3.1 **The admission procedure begins with the delivery of the application for study.** Only the person who has submitted a particular application for study is involved is a participant in the admission procedure.
- 3.2 **The period for the submission of applications** for studies starting in the 2026/2027 academic year and for **all bachelor's degree programmes and all master's degree programmes taught in languages other than Czech runs from 01/11/2025 to 28/02/2026 and for other master's degree programmes from 01/11/2025 to 31/03/2026.**
- 3.3 The submission period for applications for bachelor's and master's degree programmes for which the accreditation process will be completed after 31 October 2025 will be set separately.
- 3.4 **Applications for study must be submitted electronically via Charles University's Study Information System** (the "information system"). By registering in the information system, the applicant also creates an account, which serves as an environment for communication between the applicant and the faculty throughout the admission procedure. Within the information system, applicants can monitor their applications, invitations to an entrance examination, points gained in individual rounds, the overall points total and the final result of the entrance examination. Applications are not printed out and not sent by post.
- 3.5 **Applications must be sent in the information system by 23:59:59 on the last day of the period set for submitting applications for the relevant study programmes** (section 3.2 RAP and the *Schedule of the Admission Procedure at CU ARTS*).
- 3.6 **Applicants may submit as many applications for study at the CU Faculty of Arts as they wish.**
- 3.7 **Applicants must submit a separate application for any chosen study programme or specialisation** for which the academic requirements are listed separately in Art. 11 of these Requirements. If, in the admission procedure, an applicant successfully applies for multiple study programmes (or specialisations, if it is stipulated in Art. 11 of these Requirements that a separate application must be submitted for the specialisation), the applicant must, when enrolling for study, make a binding statement on which study programme(s) (or specialisation(s), if the specialisation(s) is/are not specified in the study application) they will study – in either single-curriculum or combined study.
- 3.8 **If the applicant applies for both full-time and combined forms of study of the same study programme, they must submit a separate application for each form of study.**
- 3.9 **If an applicant applies for a study programme that cannot, under Art. 11 of these Requirements be studied independently, they must also submit at least one additional application for a study programme that allows combined study with that study programme (or specialisation);** this also applies in the case of secondary combined study (section 3.16 RAP), i.e. even in this case they must successfully pass the admission procedure for at least two study programmes if one of them must be taken in combination with another programme.
- 3.10 **For study programmes implemented under inter-faculty agreements between the Faculty of Arts and some other faculties of Charles University, the application for study is not submitted to the Faculty of Arts, but to the faculty that is the "core"**

**faculty for that course.** The organisation of the admission procedure (verification of previous education, decision on admission or non-admission to study, etc.) is the responsibility of the "core" faculty, while the entrance examination itself, or part thereof, may also take place at the Faculty of Arts.

- 3.11 **Applications are valid only when they have been properly filled out and sent, and for which, at the same time, the fee for activities related to the admission procedure has been paid (Art. 4 RAP).**
- 3.12 Applications cannot be sent in the information system if they have not been filled out properly. **If an applicant fails to pay the fee within the specified deadline (section 4.5 RAP) they are deemed to have withdrawn the application.**
- 3.13 The data in an application can be changed in the information system (Applications section). The study programme and the type of study and its form may be changed until 23:59:59 on the final day of the deadline for submitting applications for study in the relevant study programme (section 3.2 RAP). Applicants may request the correction of personal data at any time.
- 3.14 **No documents on previous education (graduation certificate, university diploma) or on language competences are to be attached to the application.** Only applicants who pass the entrance examination will be asked to submit these documents. Other materials (CV, reading list, written work, etc.) are submitted only if expressly required by the academic requirements for the relevant study programme, within the deadlines set by the *Schedule for the Admission Procedure at CU ARTS* and in the manner specified in the academic requirements for individual study programmes (Art. 11 RAP). Applicants must state their name and surname on each document. Submitted documents may be subject to assessment. In addition, the academic requirements for individual study programmes (Art. 11 RAP) may include the submission of materials (CV, reading list, written work, etc.) for inspection at the examination. Unless stated otherwise in Art. 11 RAP, the submitted materials themselves are not the subject of evaluation, but a basis for discussion, etc., which is evaluated.
- 3.15 **In the case of study programmes enabling both single-curriculum and combined studies, the application does not specify whether the applicant intends to study the relevant study programme in single-curriculum or combined form.** If, in the admission procedure, an applicant successfully applies for multiple degree programmes that allow combined study, they must, when enrolling for study, make a binding statement on which study programme or combination of study programmes they will study, and, in the case of combined studies, which programme shall be the major and which shall be the minor. In the case of two-specialisation study programmes, they must also indicate which two specialisations of the same study programme they wish to study.
- 3.16 The study can also be combined secondarily, i.e. the study programme for which the applicant was accepted to study starting in the 2026/2027 academic year can be combined with the course for which the applicant was a first-year student in 2025/2026.
- 3.17 If an applicant was enrolled in 2025/2026 as a student in a single-curriculum study programme allowing combined studies and if they pass the admission procedure for courses starting in 2026/2027 in another study programme allowing combined studies, they may, when enrolling in the second year of the original study programme, apply for the extension of the existing separate study to combined studies; the original study programme will become the major and the new study programme the minor.

3.18 If an applicant was enrolled as a student in a combined study in 2025/2026 (i.e. a course combining two study programmes, a major and minor) and if they pass the admission procedure for courses starting in 2026/2027 in another study programme allowing combined study, they may, when enrolling in the second year of the original study programme, apply for completion of the existing minor and replace it with the new minor study programme. The original major remains.

#### 4 Fee for activities related to the admissions procedure

4.1 The amount of the fee for activities related to the admission procedure (the "fee") for the admission procedure for studies starting in the 2026/2027 academic year is determined as follows:

- a) **940 CZK** per one application to study a programme taught in Czech **allow both single-curriculum and combined study**,
- b) **470 CZK** per one application for study in a programme taught in Czech **enabling only combined study**, or two-specialisation courses – at least two applications must be submitted,
- c) **60 EUR** per one application to study in a programme taught in a language other than Czech.

4.2 **The fee must be paid separately for each programme.**

4.3 Payment details

- Bank: Komerční banka, Praha 1
- Account no.: 85631011/0100
- Constant symbol: 0308
- Variable symbol: 820001
- Specific symbol: number generated by the information system – web app ID (not required when paying by card)
- SWIFT: KOMB CZ PP
- IBAN: CZ96 0100 0000 0000 8563 1011
- Address of account holder: Univerzita Karlova, Filozofická fakulta, nám. Jana Palacha 1/2, 116 38 Praha 1.

4.4 The fee can be paid online or by bank transfer, deposit to the bank account or in cash at the cash desk of the Faculty of Arts of Charles University.

4.5 **The fee is payable no later than on the third day from the last day of the period specified for the submission of applications for the relevant study programme (section 3.2 RAP).**

4.6 The status of receipt, processing and payment of the fee is displayed to the candidate in the application details in the information system.

4.7 **The fee is non-refundable at all stages of the admission procedure.**

4.8 Applicants who are in a difficult social situation may submit an application to study at Charles University free of charge under the specified conditions.

#### 5 Entrance examination

##### 5.1 Description of entrance examination

5.1.1 **The entrance examination may consist of one or two rounds. Each round may consist of one or more parts, and individual parts may take different forms**, either written (test with closed or open questions, essay, analysis, etc.) or oral; for some study programmes (Art. 11 RAP), the entrance examination or part thereof

may be realised through SCIO tests. **The form of the entrance examination and any other conditions are set out in the academic requirements for individual study programmes** (Art. 11 RAP).

5.1.2 Admission examinations must be held in person, unless otherwise stipulated in the academic requirements for individual study programmes (Art. 11 RAP).

5.1.3 **The entrance examination for Czech-language study programmes is in Czech**, unless stipulated otherwise in the academic requirements for individual study programmes (Art. 11 RAP). At the examination applicants may also use Slovak (orally and in writing), unless otherwise stipulated in the academic requirements for individual study programmes (Art. 11 RAP). **For study programmes taught in a language other than Czech, the examination is held in the relevant language**, unless stipulated otherwise in the academic requirements for individual study programmes (Art. 11 RAP).

5.1.4 Applicants applying for study programmes for which the academic requirements of the entire entrance examination or part thereof are identical (Art. 11 RAP) only have to sit this examination or part thereof once and the result is counted for all those study programmes.

5.1.5 During the entrance examination, all applicants are obliged to comply with the rules set out in *Dean's Directive No. 4/2017 Organization of the Admission Procedure for Studies at the Faculty of Arts of Charles University, as amended*, and in other regulations referred to in section 1.1 RAP.

## 5.2 Invitation to the entrance examination

5.2.1 **Applicants are invited to sit the entrance examination by an electronic invitation sent by the Faculty of Arts via the information system.**

5.2.2 The faculty will send an electronic invitation to the applicant no later than 30 days before the date of the entrance examination, and in the case of a two-round entrance examination, 30 days before the first round. In the case of an invitation to an alternative date for an entrance examination, this period may be reasonably shortened.

## 5.3 Dates of entrance examinations

5.3.1 **The dates of entrance examinations for study programmes taught in a language other than Czech are set for the period from 13/04/2026 to 17/04/2026.**

5.3.2 **The dates of entrance examinations for study programmes taught in Czech are set for the period from 09/05/2026 to 12/06/2026**, while in the period from 09/05/2026 to 31/05/2026, entrance examinations can only be sat on weekends.

## 5.4 Alternative date for entrance examinations

5.4.1 The Dean sets at least one alternative date for the entrance examination; this must be set no less than five days and no more than forty days after the scheduled date.

5.4.2 **Alternative dates of entrance examinations for study programmes taught in a language other than Czech are set for 22/and 23/04/2026.**

5.4.3 **Alternative dates of entrance examinations for study programmes taught in Czech are set for the period from 08/06/2026 to 18/06/2026.**

5.4.4 **The Dean may permit an applicant to sit an entrance examination on an alternative date if the applicant is unable to participate in the examination on the scheduled date due to serious and substantiated reasons, and in particular due**

**to health reasons.**

- 5.4.5 **The applicant must submit any request to sit the examination at an alternative date via the information system** (Applications section). A separate request must be submitted for each study programme for which the applicant wishes to sit the entrance examination on an alternative date, even if the content of the entrance examination or any part thereof is identical or has the same validity. A mandatory annex to the request is a document containing the applicant's personal data and credibly substantiating the reasons given.
- 5.4.6 **Requests for an alternative date may be submitted within no more than three days of the original date of the examination.** A request for an alternative date for the second round of a two-round entrance examination may be submitted only in the event that the applicant advances to the second round. It is not permitted to apply for a further alternative date.
- 5.4.7 Ongoing regular study abroad that serves as preparation for study at a university is in all cases deemed a valid reason for the approval of a request to sit an entrance examination on an alternative date. In the event that the date of the entrance examination is set for Saturday or Sunday and within a period of three days before the entrance examination, or in the calendar week following it, the applicant is to sit a school leaving or state final examination, this fact is deemed a reason for the approval of a request for the allocation of an alternative date for the entrance examination. Other applications for the allocation of an alternative date for sitting the entrance examination are assessed on a case-by-case basis and there is no automatic entitlement to approval.
- 5.4.8 If an request for an alternative date for an entrance examination or part thereof is incomplete or does not contain all the mandatory attachments, the faculty will invite the applicant to remedy the deficiencies and set a reasonable deadline for them to do so. If the deficiencies are not remedied within this period, the request is not approved.
- 5.4.9 If an applicant is permitted to sit multiple examinations on an alternative date, it is not possible to guarantee that the alternative dates of entrance examinations for individual study programmes will not overlap. It is not permitted to apply for a further alternative date.
- 5.4.10 Applicants are notified of the processing of their request through the information system, in which, if the request is accepted, the new date of the examination is indicated and the applicant receives a new invitation to sit the entrance examination. In the event that their request is rejected, the applicant is informed of the reason for the rejection via the information system, and the invitation containing the original date of the examination remains valid.

**5.5 Waiving the entrance examination**

- 5.5.1 **The Dean may, following a request by the applicant, decide to waive the entrance examination or part thereof** only if this option is explicitly stated in the academic requirements for individual study programmes (Art. 11 RAP), and only for those applicants who demonstrate compliance with the conditions for admission with waiver of the entrance examination or part thereof.
- 5.5.2 **Requests for the waiving of an entrance examination or part thereof must be**



**submitted via the information system** (Applications section). Requests must be accompanied by the mandatory attachments. The deadline for submitting a request is set by the *Schedule of the Admission Procedure at CU ARTS*), and the mandatory attachments for each study programme are specified in the academic requirements for individual study programmes (Art. 11 RAP).

- 5.5.3 **If the entire entrance examination is waived, the applicant receives the full number of points awarded for it (i.e. 100 points); if one round of a two-round entrance examination is waived, the applicant receives the full number of points corresponding to one round of the entrance examination (i.e. 50 points).**
- 5.5.4 If a request for the waiving of an entrance examination or part thereof is incomplete or does not contain all the mandatory attachments, the faculty will invite the applicant to remedy the deficiencies and set a reasonable deadline for them to do so. If the deficiencies are not remedied within this period, the request is not approved.
- 5.5.5 If a request for the waiving of an entrance examination or part thereof is not accepted, the applicant shall have to sit the entrance examination specified in the electronic invitation sent to the applicant by the faculty via the information system.
- 5.5.6 **In the event that the number of applicants for a specific study programme is smaller than the expected number of applicants set out in the academic requirements for individual study programmes (Art. 11 RAP), the Dean may waive the verification of certain knowledge and abilities through an entrance examination and subsequently decide to accept all applicants who meet the other conditions for admission to study** (i.e. provide the required proof of previous education and language competences, and in the case of study programmes not allowing independent study, also meet the conditions for admission to at least one other combinable study programme).

## 5.6 Modification of the entrance examination

- 5.6.1 **Applicants may request a modification of the entrance examination due to specific needs arising from their state of health.**
- 5.6.2 **Applicants must apply for modification of an entrance examination via the information system together with their application for study** (in the section of the application entitled Requirements for special treatment due to disability). **Applicants must also attach to the application a statement from a specialist** (medical certificate, recommendation of a pedagogical and psychological counselling centre, etc.) as specified [here](#). Applications for modification, including attachments, may be submitted no later than 23:59:59 on the last day of the period set for submitting applications for a given study programme (section 3.2 RAP).
- 5.6.3 If an application for modification of an entrance examination is incomplete or does not include all mandatory attachments, the faculty will invite the applicant to remedy the deficiencies and set a reasonable deadline for them to do so. If the deficiencies are not remedied within this period, the application is not approved.

## 5.7 Remote entrance examination

- 5.7.1 In the event that, according to the academic requirements (Art. 11 RAP), the entrance examination or part thereof must be sat in person, and at the same time the academic requirements for the relevant study programme (Art. 11 RAP) state that, after the application has been submitted, it is possible to sit the examination or part thereof

remotely, the Dean may, if the applicant is unable to attend the examination or part thereof for serious and substantiated reasons (due to study or long-term stay abroad, serious health reasons, etc.), upon the applicant's request, allow this exam to take place remotely, usually by video conference.

5.7.2 Remote entrance examinations must be sat in accordance with the *Code of the Admissions Procedure for Applicants to Charles University, as amended*; and other regulations referred to in section 1.1 RAP.

5.7.3 **Requests for the remote sitting of an entrance examination must be submitted via the information system** (Applications section) within the deadlines set by the *Schedule of the Admission Procedure at CU ARTS*).

5.7.4 If a request is incomplete, the faculty will invite the applicant to remedy the deficiencies and set a reasonable deadline for them to do so. If the deficiencies are not remedied within this period, the application is not approved.

## **6 Points assessment and results of entrance examinations**

6.1 **For a single-round entrance examination, a maximum of 100 points may be obtained; in each round of a two-round entrance examination, a maximum of 50 points may be obtained.**

6.2 **Applicants who have obtained at least 25 points in the first round of a two-round entrance examination advance to the second round;** for some study programmes, obtaining at least 25 points may not be the sole criterion for advancing to the second round; in such cases, the exact criteria are specified in the academic requirements for individual study programmes (Art. 11 RAP).

6.3 If the entrance examination has several components or rounds, it is necessary for applicants who have passed the first round (and completed all its components) to also participate in the second round (or, if applicable, all its components) (unless, pursuant to section 5.5 RAP, they have waived the entrance examination or part thereof).

6.4 **Applicants pass the entrance examination when they obtain a minimum of 50 points for a single- or two-round entrance examination for a given study programme and, at the same time, according to the number of points achieved, are placed in the order corresponding to the predetermined expected number of admissions for that study programme** (Art. 15 RAP); this condition must also be met by all applicants who achieve the same number of points as the applicant who is placed last in the order intended for admission.

6.5 The anticipated number of admitted applicants for study programmes not allowing single-curriculum study includes all applicants who were placed in the appropriate order, regardless of whether they passed the entrance examination for at least one other combinable study programme or another specialisation of the same programme (in the case of two-specialization study, Art. 2 RAP).

6.6 Only applicants who meet the above requirements for admission to at least two mutually combinable study programmes or specialisations, or a combination of two specialisations in the same programme can be admitted to study programmes that do not allow single-curriculum study (in the case of two-specialisation study, Art. 2 RAP).

6.7 **The scores achieved in entrance examinations are published on an ongoing basis in the information system** (Progress of Entrance Examinations section). Applicants are always sent an information e-mail immediately after the publication of partial scores.

6.8 **The final results of entrance examinations for study programmes taught in a lan-**

**guage other than Czech will be published in the information system no later than 07/05/2026 and for study programmes taught in Czech on 25/06/2026.**

- 6.9 Applicants who have applied for courses realised under inter-faculty agreements between the Faculty of Arts and some faculties of Charles University (section 2.3 RAP) obtain a pass in the entrance examination if they score at least 50 points in the entrance examination at the Faculty of Arts and at the same time meet other requirements of the admission procedure of the "core" faculty (including the expected number of admissions, if specified).
- 6.10 **Candidates who fail the entrance examination will be sent the decision on non-acceptance to study by the Faculty of Arts** no more than 30 days after the publication of the final results of the entrance examinations (section 6.8 RAP).
- 6.11 After the final results of entrance examinations have been published in the information system, the Faculty of Arts will notify applicants who have passed the entrance examination about how to deliver proof of previous education and proof of language competences (section 7.2 and 7.3 RAP) so that all requirements for admission to study are met (section 1.3 RAP). Deadlines for submission are set in the *Schedule for the Admission Procedure at CU ARTS*).
- 6.12 **The faculty does not provide applicants or other persons with information about the results of other applicants.**

## **7 Acceptance to study**

### **7.1 Requirements for acceptance to study**

- 7.1.1 **Decisions on acceptance to study are taken by the Dean of the Faculty of Arts of Charles University.** The decision must be issued within 30 days of verification of all requirements for admission to study.
- 7.1.2 **Applicants who have met all the requirements, including proof of previous education and proof of language competences, are accepted to study** (section 7.2 and 7.3 RAP).

### **7.2 Proof of previous education**

#### **7.2.1 Bachelor's degree**

- 7.2.1.1 In the case of bachelor's degrees, the required proof of previous education is a school-leaving certificate (*maturita*) (section 1.3 RAP).

7.2.1.2 **Applicants who have completed previous education at a non-Czech secondary school** must submit any of the following documents as proof of previous education:

- a) foreign document on foreign secondary education with a secondary school-leaving examination, if it is, in accordance with international agreements, automatically equivalent in the Czech Republic without further official procedure (**secondary school-leaving certificate from Slovakia, Poland, Hungary and Slovenia**),
- b) proof of award of the European Baccalaureate,
- c) proof of award of the **International Baccalaureate**, issued by the International Baccalaureate global school, authorised by the Swiss International Baccalaureate Foundation or belonging to any association of the International Baccalaureate global schools recognised by the Swiss International Baccalaureate foundation,
- d) proof of general recognition of the equivalence or validity of a foreign document on the achievement of secondary education in the Czech Republic (known as **nos-trification**), foreign document on foreign secondary education, which the **faculty**

**itself will assess for a fee.**

7.2.1.3 Organisational and administrative requirements are set out in the *Schedule of the Admission Procedure* at CU ARTS.

7.2.2 Master's degree

7.2.1.1 **In the case of a master's degree, the required proof of previous education is a diploma confirming the completion of a bachelor's degree or a diploma confirming the completion of another master's degree** (section 1.3 RAP).

7.2.1.2 Applicants who have completed the required previous education at a faculty of Charles University are not required to provide evidence of previous education.

7.2.1.3 Applicants who have completed their previous university education at a non-Czech university must submit any of the following documents in order to prove their previous education:

- a) proof of foreign higher education, if, in accordance with international agreements, it is automatically equivalent in the Czech Republic without further official procedure (**documents certifying the completion of a study program in Poland, Hungary, Slovenia and Slovakia** – with the exception of diplomas issued by foreign branches of Slovak universities after 28/03/2015),
- b) proof of general recognition of foreign higher education in the Czech Republic (known as **general nostrification**),
- c) foreign document on foreign higher education, which the **faculty itself will assess for a fee.**

7.2.1.4 Organisational and administrative requirements are set out in the *Schedule of the Admission Procedure* at CU ARTS.

### 7.3 Proof of language competence

7.3.1 Unless otherwise stipulated in the academic requirements for individual study programmes (Art. 11 RAP), **for study programmes taught in Czech**, proof of language competence in Czech or Slovak is provided by: a school-leaving certificate confirming the successful completion of the school-leaving examination (*maturita*) in Czech/Slovak as one's native language or as a foreign language at B2 level or higher, proof of completion of any university study programme accredited in Czech/Slovak, proof of successful completion of a study programme at a foreign university focusing on Czech/Slovak philology or Czech/Slovak studies, proof of successful completion of any certified examination in Czech/Slovak as a foreign language at B2 level or higher according to the list in the appendix to these Requirements, or a certificate from a secondary school at which Czech/Slovak is the language of instruction; graduates of study programmes taught in Czech at a faculty of Charles University are not required to provide proof of competence in Czech.

7.3.2 Unless otherwise stipulated in the academic requirements for individual study programmes (Art. 11 RAP), **for study programmes taught in languages other than Czech**, proof of language competence in a given language is provided by: a secondary school leaving certificate with a field of education taught in the relevant foreign language, proof of completion of any university study programme accredited in the relevant foreign language, proof of successful completion of any certified examination in the relevant foreign language at B2 level or higher according to the list in the Annex to these Requirements, proof of completion of a language examination in the relevant foreign language at B2 level or higher completed in any university study; graduates of study pro-

grammes taught the relevant language at a faculty of Charles University are not required to provide proof of competency in Czech.

#### **7.4 Supplementing of the number of accepted applicants**

**7.4.1 For study programmes that can only be studied separately (Art. 11 RAP), in the event that some applicants admitted to study in a given study programme do not enrol for study, the Dean may supplement the number of accepted applicants with applicants who, due to the stipulated number of accepted applicants, were not accepted following the original decision, in the order in which they were placed in the original admission procedure.**

#### **7.5 Enrolment for study**

**7.5.1 After receiving the decision on acceptance to study, the applicant may enrol for study.** Organisational and administrative requirements are set out in the *Schedule of the Admission Procedure at CU ARTS*.

### **8 Viewing of materials**

**8.1 Applicants have the right to view their materials from the admissions procedure.** Organisational and administrative requirements are set out in the *Schedule of the Admission Procedure at CU ARTS*.

### **9 Appeals and appeal procedures**

**9.1 Applicants may lodge an appeal to decisions of the Dean** (section 6.10 and 7.1.1 RAP). **The deadline for appeals is 15 days from the date of notification of the decision.** An appeal may be lodged only after a decision has been issued; if an appeal is lodged before the notification of a decision, it shall be deemed to have been lodged on the first day of the appeal period.

**9.2 An appeal may challenge the operative part of the decision, an individual statement or its ancillary provisions; an appeal against the reasoning of the decision only is inadmissible.** It must be evident from the appeal which decision is being appealed against and what is being proposed. The appeal must state what the applicant sees as a conflict between the decision or procedure that preceded it, with statutory regulations or internal regulations, or with the Requirements for the Admission Procedure.

### **10 Additional admission procedure**

**10.1 In the event that, after the expiration of the period for submitting applications for admission to study at the Faculty of Arts of Charles University, (section 3.2 RAP) a sufficient number of applicants does not enrol for specific study programmes, the Dean of the Faculty may decide to announce an additional admission procedure for those study programmes.**

**10.2 The requirements for the additional admission procedure are identical to the requirements for the admission procedure for the relevant academic year, except for the specified deadlines (section 3.2 RAP) and the anticipated number of accepted applicants (section 1.5 RAP).**

**10.3 In the additional admission procedure, applicants may also submit applications for study programmes for which they applied in the admission procedure in which applications were submitted in the periods specified in section 3.2 RAP.**

**10.4 If an applicant passes the admission procedure for a study programme that allows combined study and for which applications were submitted within the time limits set out in section 3.2 RAP, and subsequently passes the additional admission procedure for another study programme that allows combined study, during enrolment it is possible to combine these study programmes and enrol for joint study of those study programmes.**

## **11 Academic requirements for individual study programmes**

**11.1 Academic requirements for individual study programmes: Bachelor's degree**

**11.2 Academic requirements for individual study programmes: Master's degree**

**Annex: List of eligible certified examinations for the verification of language competences of applicants for bachelor's and master's studies at CU ARTS from the 2026/2027 academic year**

### **Czech**

#### **Level B2**

- Certified Examination in Czech for Foreigners (CCE)
- [Czech language for foreigners – SCIO](#) – must be placed at least in the 80th percentile

#### **Level C1-C2**

- Certified Examination in Czech for Foreigners (CCE)

### **Slovak Level B2**

- Certificate of proficiency in Slovak as a foreign language issued by the Centre for Further Education of Comenius University in Bratislava
- Diploma on the completion of a university degree programme or specialisation in Slovak studies, the Slovak language, Slovak language and literature, etc.
- ECL certificate issued by a centre that is part of the European Consortium for the Certificate of Attainment in Modern Languages
- Basic state language examination sat at a language school with the authorisation of the Ministry of Education, Science, Research and Sport of the Slovak Republic to perform state language examinations according to Decree No. 321/2008 Coll., on language schools

#### **Level C1-C2**

- Certificate of proficiency in Slovak as a foreign language issued by the Centre for Further Education of Comenius University in Bratislava
- Diploma on the completion of a university degree programme or specialisation in Slovak studies, the Slovak language, Slovak language and literature, etc.
- ECL certificate issued by a centre that is part of the European Consortium for the Certificate of Attainment in Modern Languages
- Professional state language examination (C1), general state language examination (C1–C2) or special state language examination (C2) sat at a language school authorised by the Ministry of Education, Science, Research and Sport of the Slovak Republic to conduct state language examinations pursuant to Decree No. 321/2008 Coll., on language schools

### **English**

## **Level B2**

- BEC 2 – The Business English Certificate 2
- Education First certificate in English 10, 11, 12
- FCE – First Certificate in English
- IELTS 5.5 – 6.4
- International ESOL and Spoken ESOL – Communicator (City&Guilds)
- International ESOL and Spoken ESOL – Communicator LanguageCert
- Pearson JETSET 5
- Pearson PTE Academic 42–58 points
- Pearson PTE General Level 3
- Pitman Intermediate (Level 2) – Intermediate First Class Pass – B2 Vantage
- State basic language examination
- STANAG 6001 - 2nd degree (examination of the Ministry of Defence of the Czech Republic)
- TELC – B2 English for Technical Purposes
- TELC – Certificate in English for Business Purposes - B2
- TELC (The European Language Certificates) – Certificate in English – advantage (B2)
- TESA – Test of English for Studies Abroad 42–49 points
- TOEFL CB 183-212
- TOEFL iBT 65–78
- TOEFL paper 513–549
- UNicert II

## **Level C1–C2**

- BEC 3 – The Business English Certificate 3
- CAE – Certificate in Advanced English
- CEIBT – Certificate in English for International Business and Trade
- CPE – Certificate of Proficiency in English
- Proof of completion of a study programme focused on English (English/American Studies) at a university
- Education First certificate in English 13, 14, 15, 16
- IELTS 6.5 – 9
- ILEC – International Legal English Examination (Cambridge)
- International ESOL and Spoken ESOL – Expert (City&Guilds)
- International ESOL and Spoken ESOL – Expert LanguageCert
- International ESOL and Spoken ESOL – Mastery (City&Guilds)
- International ESOL and Spoken ESOL – Mastery Language Cert
- School-leaving (maturita) examination in English as the first foreign language in grammar school classes with teaching of selected subjects in a foreign language
- Pearson JETSET 6
- Pearson JETSET 7
- Pearson PTE Academic 59-90 points
- Pearson PTE General Level 4, 5
- Pitman Advanced (Level 3)
- Pitman Higher Intermediate (Level 2)
- STANAG 6001 - 3rd degree (examination of the Ministry of Defence of the Czech Republic)

- Special state language exam -- interpreting, translating
- State general language examination
- TESA – Test of English for Studies Abroad 50–60
- TOEFL CB 213–300
- TOEFL iBT 79–120
- TOEFL paper 550-677
- UNicert III-IV

## **German**

### **Level B2**

- BULATS B2
- DSD II – Deutsches Sprachdiplom (Stufe 2) der KMK
- Goethe – Zertifikat B2
- Goethe – Zertifikat B2
- ÖSD – (previously Mittelstufe Deutsch) - B2
- STANAG 6001 - 2nd degree (examination of the Ministry of Defence of the Czech Republic)
- State basic language examination
- TELC (The European Language Certificates) - Zertifikat Deutsch Plus Deutsch B2
- TestDaf TDN 3 (B2)
- UNicert II
- Zertifikat Deutsch für den Beruf B2

### **Level C1–C2**

- BULATS C1
- BULATS C2
- Proof of completion of a study programme focused on German (German studies) at a higher education institution
- DSD II – Deutsches Sprachdiplom (Stufe 2) der KMK
- DSH (Deutsche Sprachprüfung für den Hochschulzugang)
- DWD – Diplom/Zertifikat C2/Wirtschaftssprache Deutsch
- GDS – Grosses Deutsches Sprachdiplom (to 2011 inclusive)
- Goethe – Zertifikat C1
- Goethe – Zertifikat C2 (= GDS – Großes Deutsches Sprachdiplom)
- School-leaving (maturita) examination in German as the first foreign language in grammar school classes with teaching of selected subjects in a foreign language
- ÖSD Zertifikat C1 – (previously Oberstufe Deutsch)
- ÖSD Zertifikat C2 – Oberstufe Deutsch C1
- ÖSD Zertifikat C2 /Wirtschaftssprache Deutsch
- PWD – Prüfung Wirtschaftsdeutsch International (PWD)
- STANAG 6001 - 3rd degree (examination of the Ministry of Defence of the Czech Republic)
- Special state language exam -- interpreting, translating
- State general language examination
- TELC (The European Language Certificates) Deutsch C1
- TELC (The European Language Certificates) Deutsch C2
- TestDaf TDN 4 (C1)



- TestDaf TDN5 (C1)
- UNiCert III-IV
- WD – Wirtschaftssprache Deutsch
- ZMP – Zentrale Mittelstufenprüfung

## **Russian**

### **Level B2**

- ECL Level B2
- Special state language exam -- interpreting, translating
- Basic state language examination (B2)
- UNiCert II
- ТРКИ/TORFL –II

### **Level C1–C2**

- ECL Level C1
- Special state language examination for the field of translation (C2)
- Special state language examination special for the field of interpreting (C2)
- General state language examination (C1)
- UNiCert III
- ТРКИ/TORFL – III
- ТРКИ/TORFL – IV