
Organizing the Czech language examination in the Bachelor Study Programmes at PEF (FEM) in the academic year 2022/2023

Knowledge of the Czech language is a pre-condition for studying in the **study programmes taught in Czech**. Graduates of the Czech and Slovak secondary schools prove this knowledge by a document showing that they have passed the high school leaving certificate exam in the Czech or Slovak language. Other prospective students demonstrate their knowledge by **passing a written exam in the Czech language** at level B1, **organized by FEM CZU before the entrance exams**.

1) Appointment of committees

Committee for the preparation and marking of the **Czech language** tests

Chair: PhDr. Mgr. **Lenka Kučírková**, Ph.D – Head of the Department of Languages, FEM

This committee is in charge of the preparation and marking of the Czech language tests. It also performs registration and checks the results.

Examination Committee

The chair and members of this committee are appointed by the Dean. They are in charge of the organization of tests and supervision of applicants sitting for the tests. They carry out registration of applicants and check the documents.

2) Activities of the committees are governed by the rules that have been approved by the FEM management and by the FEM Academic Senate. A detailed **timetable of activities** will be discussed with the committees by the Vice-Dean for Study and Pedagogical Activities by **31 January 2022** at the latest.

3) Organization and evaluation of the Czech language tests

Candidates must register for the exam independently. The application form is submitted electronically via the e-application system at <http://is.czu.cz/prihlaska>, after entering the application form, select the icon of the Faculty of Business and Economics, then select the type of study Lifelong Learning and select the desired date of the Czech language exam.

The fully completed application form including the confirmation of payment of the fee of CZK 900 must be registered by the date of the language exam. The specific date (room, time of the exam) will be communicated to the candidate in an electronic invitation to the exam via the e-application system at <http://is.czu.cz/prihlaska>. The language exam fee is non-refundable.

Successful completion of the exam means achieving at least 75 % of the possible points.

All communication, including the published exam result, is conducted electronically.

Proof of successful completion of the Czech language exam will be provided at the time of enrolment.

Ing. Martin Pelikán, Ph.D.

Dean

10 November 2021