



Faculty of Business and Economics

Faculty of Business and Economics (FBE) at Mendel University in Brno was established in 1959 and is the oldest business school in Moravia. It has accreditation for all degree levels Bachelors, Masters and Ph.D.



1 Mendel University in Brno

Mendel University in Brno, the oldest independent specialized university in the Czech Republic, has a rich history that dates back to the declaration of an independent Czechoslovak Republic in October 1918. The University was established in July 1919, offering two fields of study: forestry and economics. Its legal status as a public higher education institution is governed by Act No. 111/1998 Coll., on Higher Education Institutions and Amendments and Supplements to Other Acts (the Higher Education Act), as amended, which is considered to be its founding charter. The University, named after Gregor Johann Mendel, the founder of modern genetics, is a university-type higher education institution that implements bachelor's, master's, and doctoral study programs based on granted accreditations, conducts habilitation procedures and procedures for the appointment of professors, implements lifelong learning programs, and, in connection therewith, scientific and research, developmental and innovative, and other creative programs.

The University offers over one hundred graduate programs, specialized courses, and life-long learning at five faculties and specialized institutes. The Faculty of Business and Economics is one of the biggest faculties. Mendel University in Brno consists of:

- Faculty of AgriSciences
- Faculty of Forestry and Wood Technology
- Faculty of Business and Economics
- Faculty of Horticulture
- Faculty of Regional Development and International Studies

See the university website: <https://mendelu.cz/en>

2 Faculty of Business and Economics



The Faculty of Business and Economics at Mendel University in Brno boasts a rich tradition and over 65-years of expertise in offering university qualifications in Economics and, more recently, Applied Informatics. Over the years, the Faculty has earned the status of an institution accredited to provide Bachelor's, Master's, and doctoral study programs in both Czech and English. It also offers accredited scientific fields for associate and full professorship appointments, further demonstrating its academic excellence.

Currently, the Faculty offers many study programs in economics and informatics, namely Economics and Management, Finance, Management of Trade and Services, Financial Services, Open Informatics, and Administration of ICT, which are divided into several study tracks. Some study fields are also offered in English within the above-mentioned study programs. They are Economics and Management at the Bachelor's level and two Master's study fields – Economics and Management and Open Informatics. Finally, at the doctoral level, the Faculty provides three study programs in English – Economics and Management, Finance and Informatics. All these study programs, study fields, and specializations are designed to prepare graduates for professional and management posts in business organizations and public administration.

English studies are usually initiated semi-annually, in late September and early February. The two semesters per academic year are subdivided into two six-week study blocks followed by an examination period. The European Transfer and Accumulation Credit System assesses the whole course of study. This transparent credit system also supports student mobility, enables the students to participate in foreign study exchanges and foreign practical training, and thus profit from the wide and varied cooperation of the Faculty and foreign partners.

The study itself is not the only activity that forms the future graduates. Students also become involved in research concerning the level of their studies and, above all, their interests. The research builds and deepens the graduates' competencies to describe, analyze, and

creatively solve non-standard issues and to bring new ideas. This creative approach should be vital for students and graduates and all members of the Faculty's academic community.

The Faculty is a modern and constantly developing school that follows trends in education and research. It offers economic and IT study programs at all three levels of university education in Czech and English. On average, nearly 4,000 applicants apply each year.

The Faculty is located on the university campus in the modern building Q, awarded the Building of the Year 2005. The building has Wi-Fi, free computer lab use, lecture rooms, and classrooms where lessons take place.

See the Faculty website: <https://pef.mendelu.cz/en>

3 Types of studies and other cooperation activities

3.1 Full degree study programs

The standard duration of a **Bachelor study** program is three academic years. The applicants shall successfully pass the A-levels (corresponding to PUC pre-university classes) in the British school system or have the equivalent secondary school graduation certificate. An entrance exam is required. The **Master's studies usually take two academic years and are a follow-up study after the Bachelor's degree**. Thus, the applicant has to be the holder of a Bachelor's degree certificate and also pass an entrance exam for the master's study program.

The studies are launched twice a year, in late September and early February.

The Faculty offers the following complete study programs in English:
<https://pef.mendelu.cz/en/faculty-of-business-and-economics/admissions/degree-programmes/>

3.2 Exchange stays

The exchange stay aims to provide an opportunity for the best students to study at Mendel University in Brno. The Faculty and the home university negotiate the number of students for each semester separately. The Faculty has a right to preselect incoming students in cooperation with the home university. The reason for preselection is that the Czech embassy is supposed to be interested in the selection process, including the criteria, previous academic performance, and English knowledge.

The Faculty publishes separate lists of courses taught entirely in English for the summer and winter semesters.

The lists are available here: https://www.pef.mendelu.cz/english_courses

There are about 50 courses per semester for Economics and Informatics study programs. The link leads to a detailed description of each course, including the aim, contents, methods of assessment, and the number of ECTS credits awarded. Any student can prepare his/her curriculum for the exchange stay in compliance with the defined prerequisite for each course. As a next step, the student negotiates a way of recognizing the courses chosen at the home university. Finally, the student, the Faculty, and the home university make a study agreement with the list of the approved courses.

Exchange stays might be organized via available mobility grants or based on an individual agreement as fee-paying students. Exchange stays usually take one or two semesters. The tuition fee for the Faculty study is 80,000 CZK per academic year (approx. 3,200 EUR).

3.3 Special summer schools

The faculty organizes special summer schools on the university campus. A program of each summer school is made to measure, and experts from academia participate on the agenda as lecturers. In addition, stakeholders from other private/public institutions shall be invited as speakers. On top of that, participation in a summer school provides international students insight into studies, research activities, and social life on campus.

3.4 Promotion of calls and invitations to events

The Faculty supports the mutual resending of invitations and calls for scientific and other international events in Business Economics, Finance, Management, Marketing, etc., as well as in Applied Informatics, Computer Engineering, and Data Analysis. This activity shall aim to connect with the academia in an appropriate field of expertise.

Regularly organized events:

- International Week (twice a year)
<https://international.mendelu.cz/en/cooperation/international-week/>
- Scientific Conferences
 - Economic Competitiveness and Sustainability
<https://ecos.mendelu.cz/>
 - European Scientific Conference of Doctoral Students
<https://pefnet.mendelu.cz/>

3.5 Doctoral student exchange

A doctoral student is expected to initiate a doctoral exchange stay. Thus, the student, The supervisor at the home university, and a supervisor/contact person at the Faculty enter into reciprocal contact according to their field of expertise. Their cooperation, including a common research intent, might be supported by the Department, the Faculty, or the University using different resources, including financial ones (special projects, external financing, etc.). The exchange stay should take 30 days at the minimum.

For more details, see: <https://pef.mendelu.cz/en/faculty-of-business-and-economics/admissions/doctoral-degree/>

4 Full degree study programs

4.1 Bachelor degree program Economics and Management



The bachelor's program in Economics and Management aims to provide students with the knowledge, skills, and abilities necessary for subsequent master's studies, but also with the prerequisites for long-term employment in the labor market for individuals and teamwork in the field of economics and organization management. Thanks to the acquired theoretical knowledge and professional skills, graduates will be able to use the principles of critical thinking to evaluate economic data and related facts for the processing of relevant documents for competent decisions in the organization and management of economic processes of private and public sector entities. As part of the study, students acquire and deepen knowledge of key economic concepts and categories and understand the principles of their functioning and their interrelations in the context of the main theoretical approaches of mainstream economics.

The graduate of the program will be familiar with current management approaches, business activities, and processes, will be able to analyze professional documents and information, and will be able to use quantitative methods and information technology to process documents for management decisions in individual functional areas. At the same time, the graduate possesses managerial skills, thanks to which he/she can solve new tasks in the field of process management in various social groups. The graduate is equipped with transversal competencies (communication, teamwork, adaptability to new conditions, creativity), thanks to which he/she can find employment in lower or middle management positions in large organizations and also manage his/her own business.

Following the European Qualifications Framework, the study objectives can be specified as follows:

- **knowledge:** key economic terms and categories, understanding the principles of their operation and their interrelationships in the context of the main theoretical approaches of mainstream economics; introductory knowledge in the field of economics, business economics, management, marketing, statistics, informatics, accounting, law, as well as knowledge in the field of European and world events from an economic and geopolitical point of view.
- **skills:** determination of possible trends in the future development of economic phenomena based on the analysis of their current state; monitoring, preparation of analyses and background materials for decision-making on the primary activities of the organization using ICT; preparation of materials for negotiations with the organization's business partners, formulation and presentation of professional problems and possible solutions; a creative approach to the use of data processing tools; ability to understand professional text in English.
- **competence:** interpretation of the impact of the current state of general economic phenomena on a specific organization; management of smaller work teams; participation in conducting work meetings and meetings, processing documents for ICT-based meetings; preparation and participation in leading a professional meeting in English.

Graduates of the study program are prepared to continue their studies with a follow-up master's degree and/or to work in typical positions in corporate management, management of public administration institutions, or consulting. Graduates typically find employment as lower—or middle-level managers, business analysts, purchasing/sales managers, process consultants, business process designers, etc.

4.1.1 Structure and course of the study program

The **standard duration** of Bachelor's study is three academic years. A student typically enrolls in courses at about 30 ECTS credits per semester. A student is required to gain at least 15 ECTS credits to be allowed to enroll in the second semester. To enroll in any higher semester, a student shall gain at least 40 ECTS credits in total from the last two semesters and shall have no repetitively failed course in his/her study curriculum. In exceptional cases, a student could submit an application in writing to the Dean to waive some requirements and should give the appropriate reasoning.

The study consists of compulsory and elective courses. After completing each course, the student obtains an appropriate number of ECTS credits assigned to it according to the average study load. In the study field module, a student selects a few elective courses (typically 3 or 4) to gain a total of 180 ECTS credits.

After completing the whole study plan, a student should enroll for the Final State Exam, which includes defending the Bachelor's project and an oral examination from two sets of professional themes. After passing the final state exam, a student becomes a graduate and is awarded the academic degree of "**bachelor**" (abbreviated to "Bc." preceding the name). A graduate obtains the Diploma and Diploma Supplement with a full transcript of records at the formal graduation ceremony.

A student is also entitled to ask for a semester of study interruption. The study can be interrupted repeatedly, but the total duration cannot exceed half of the standard duration, i.e., a student can interrupt his/her study for two semesters at maximum.

A student can apply for **recognition of courses** completed during previous studies at home or other foreign universities.

Summary of requirements for a successful completion of the study:

- passing all compulsory courses of the program core;
- gaining at least 180 ECTS credits;
- passing the Final State Exam, including the defense of the Bachelor's project.

4.1.2 Programme core courses

The program's core courses build and deepen the general knowledge and skills that are essential and inevitable to all students of the bachelor's level study domain in Economics. The core courses, which are all compulsory, focus on several important aspects required by modern economic education. Emphasis is placed on the analysis of the market economy, the management of business enterprises, and the financial and legal aspects of business.

The following table presents the list of program core courses and includes the basic descriptive characteristics of each course. The course catalog, under the given course code, provides more details, including complete syllabi.

Code	Course title	Mode of completion	Credits	Recommended semester
EBA-PE	Business Economics 1	Exam	6	1
EBA-P	Law	Exam	4	1
EBA-MT	Mathematics	Exam	6	1
EBA-MI	Microeconomics 1	Exam	8	1
EBA-MIT	Modern Information Technologies	Exam	4	1
EBA-AKP	Academic Writing	Pass credit	2	2
EBA-BOD	Data Safety and Security	Exam	4	2
EBA-EIG	European Integration and Globalization	Exam	4	2
EBA-MA	Macroeconomics 1	Exam	8	2
EBA-MAN	Management	Exam	6	2
EBA-ST	Statistics	Exam	6	2
EBA-EKM	Econometrics 1	Exam	6	3
EBA-FT	Financial Markets	Exam	5	3
EBA-MAAN	Macroeconomic Analysis	Exam	4	3

EBA-MAR	Marketing 1	Exam	6	3
EBA-BS1	Bachelor's Thesis Seminar 1	Pass credit	2	4
EBA-PZD	Data Processing Principles	Exam	4	4
EBA-FU	Financial Accounting 1	Exam	5	4
EBA-PF	Business Finance	Exam	5	4
EBA-OP1	Business Law 1	Exam	4	4
EBA-MK	Marketing Communication	Exam	8	4
EBA-OO	Trade Operations	Exam	5	4
EBA-BS2	Bachelor's Thesis Seminar 2	Pass credit	2	5
EBA-OPMA	Operations management	Exam	8	5
EBA-SOF	Social Responsibility and Sustainability in Business	Exam	4	5
EBA-DS	Tax System	Exam	5	5
EBA-BP	Bachelor's Thesis in English	Pass credit	10	6
EBA-PPD	Advanced Work with Data	Exam	5	6
EBA-SPR	Decision Support Systems	Exam	6	6

4.1.3 Elective courses, practical training

Elective courses are listed separately for each study program. A student should select the courses with an appropriate credit value to gain a prescribed minimum number of ECTS credits for the whole study. The courses on the list usually deepen the study orientation or offer the possibility of enriching the scope of the student's competencies.

Managed Practical Training is a **compulsory course** for bachelor's students. Practical Training in the Bachelor's study takes at least seven complete weeks with proper working hours of the educational part of the semester, at least thirty working days with proper working hours, or at least 280 working hours according to the employment agreement. The professional content of the agreed work should be closely related to the study field, resp. to other elements of the study plan.

An indicative list of elective courses is available at: <https://pef.mendelu.cz/en/faculty-of-business-and-economics/exchange-students/course-catalogue-and-academic-calendar/>

4.2 Master degree program Economics and Management



The aim of the follow-up master's study program, Economics and Management, is to equip students with new knowledge and skills and also to deepen and expand the previous professional competencies achieved by completing the bachelor's study program and their personal experience. The graduates can succeed in the labor market in the field of economics and management of organizations or carry out their program competitive business plan. Acquired theoretical and applied knowledge and acquired skills in the field of economics and management, as well as developed critical thinking and decision-making skills, are the perfect prerequisite for their ability to adapt to the needs of highly competitive businesses flexibly. Graduates can profit from professional competencies acquired by studying economic and managerial sciences at the master's level.

Following the European Qualifications Framework, the study objectives can be specified as follows:

- **knowledge:** principles of operation of fundamental economic approaches explaining economic phenomena, including the effects of economic policies at the macro and microeconomic level in accordance with mainstream economic explanations; specialized knowledge in the field of management and business sciences; deepening knowledge with an emphasis on the application level in the field of the chosen specialization.
- **skills:** decision-making and problem-solving related to the organization and management of economic processes in private and public sector organizations; estimation of trends in the future development of economic phenomena based on the analysis of the current state and current development tendencies; the use of IS/ICT tools with regard to the fulfillment of the business strategy of the organization (business strategy), including their use for creative activity of an innovative nature; the application of logical methods of analysis and synthesis to achieve sufficient professional insight manifested by the ability to effectively connect knowledge from various professional areas to fulfil the overall strategic plan of the organization.

- **competence:** managing the future directions of the organization's development in accordance with the development trends of the macro and micro environment; driving economic processes at the middle and higher management levels of the organization; responsibility for the implementation of the organization's business strategy or its significant parts; the ability to further self-education in accordance with the need to respond to the changing requirements of the competitive environment and the technological development of the organization's field of activity.

Two specializations are available in the program – Management and Human Resources and International Leadership.

A graduate of the **Management specialization** has expertise in managerial approaches, orients himself in business processes and activities, can evaluate professional documents and information, and uses quantitative methods and IT. He can make relevant managerial decisions in individual functional areas. He has specific knowledge in the areas of strategic management, project and innovation management, and quality management. He can recognize the need for change and, using change management principles, implement them in the company's processes. At the same time, he possesses managerial skills, thanks to which he can initiate and manage tasks in the field of process management.

He is educated in the preparation of operational and financial plans, coordination of operational processes within the organization, identification of causes of operational and strategic problems and preparation of proposals for their elimination, evaluation of operational efficiency, and recognition and management of crises in the organization.

The specialization prepares graduates for manager posts at a middle or higher level of management, such as chief executive officers, chief operating officers, sales directors, project managers, etc.

Graduates of the **Human Resources and International Leadership specialization** can independently search for, identify, and reflect on the causes and consequences of various socio-economic problems in the context of human resources management, both at the societal level and within individual organizations. Graduates of the specialization find employment mainly in middle or higher management positions, public institutions, international organizations, and the business sphere in the country and abroad. Graduates will acquire and develop their abilities to analyze and develop labor relations and human resources in private and public organizations (personnel management, including conditions and management procedures of the entire organization).

The specialization graduate is ready for preparation plans and the organization's strategies in human resources management, job candidate evaluation, employee selection, and monitoring the current situation in the labor market. He is also well-skilled at leading multinational teams in corporates globally and setting internal processes respecting diverse teams.

Specialization graduates typically aim for positions as personnel specialists, human resources managers, directors, coaches, leaders of multinational teams, etc.

4.2.1 Structure and course of the study program

The **standard duration** of a Master's study is two academic years. A student typically enrolls in courses with a value of about 30 ECTS credits per semester. A student is required to gain at least 15 ECTS credits to be allowed to enroll in the second semester. To enroll in any higher semester, a student shall gain at least 40 ECTS credits in total from the last two semesters and shall have no repetitively failed course in his/her study curriculum. In exceptional cases,

a student could submit an application in writing to the Dean to waive some requirements and should give the appropriate reasoning.

The study consists of compulsory and elective courses. After completing each course, the student obtains an appropriate number of ECTS credits assigned to it according to the average study load. In the study field module, a student selects a few elective courses (typically 3 or 4) to gain a total of at least 120 ECTS credits.

After completing the whole study plan, a student should enroll for the Final State Exam, which includes defending the Master's thesis and oral examination from two sets of professional themes. After passing the final state exam, a student becomes a graduate and is awarded the academic degree of "**engineer**" (abbreviated to "Ing." preceding the name). A graduate obtains the Diploma and Diploma Supplement with a full transcript of records at the formal graduation ceremony.

A student is also entitled to ask for a semester of study interruption. The study can be interrupted repeatedly, but the total duration cannot exceed half of the standard duration, i.e., a student can interrupt his/her study for two semesters at maximum.

A student can apply for **recognition of courses** completed during previous studies at home or other foreign universities.

Summary of requirements for successful completion of study:

- passing all compulsory courses of program core, field of study, and specialization;
- gaining at least 120 ECTS credits;
- passing the Final State Exam, including the defense of the Master's thesis.

4.2.2 Program core courses

The program's core courses deepen the knowledge of economics and crucial skills for business management, which are essential and inevitable for Master's level graduates in the domain of Economics. The core courses focus on developing intermediate knowledge of business economics, management, and marketing and important selected aspects necessary for modern business managers.

The following table presents the list of program core courses and contains the basic descriptive characteristics of each course. The course catalog, under the given course code, provides more details, including complete syllabi.

Code	Course title	Mode of completion	Credits	Recommended semester
ENA-EKM	Econometrics 2	Exam	6	1
ENA-FM	Financial Management	Exam	6	1
ENA-MI	Microeconomics 2	Exam	6	1
ENA-PE	Business Economics 2	Exam	4	2
ENA-MA	Macroeconomics 2	Exam	6	2
ENA-MU	Managerial Accounting	Exam	4	2

ENA-DS1	Master's Thesis Seminar 1	Pass credit	2	2
ENA-OV	Operations Research	Exam	6	2
ENA-MEOP	International and European Business Law	Exam	4	3
ENA-DS2	Master's Thesis Seminar 2	Pass credit	2	3
ENC-SMZ	Master's State Exam	Final exam	0	4
ENA-DP	Master's Thesis in English	Pass credit	10	4
ENC-P10	Practical Training	Pass credit	10	4

4.2.3 Specialization Management

The specialization consists of nine compulsory courses and free credits available for elective courses. Using the elective credits, the student can adapt his/her study according to his/her needs and intended future fulfillment.

Code	Course title	Mode of completion	Credits	Recommended semester
ENA-MAR	Marketing 2	Exam	6	1
ENA-SMA	Strategic Management	Exam	6	1
ENA-RIP	Business ICT Management	Exam	4	2
ENA-PMA	Project Management	Exam	4	2
ENA-RLZ	Human Resource Management	Exam	4	3
ENA-MZ	Change Management	Exam	6	3
ENA-RKI	Quality and Innovation Management	Exam	6	3
ENA-SRP	Business Management Seminar	Pass credit	6	4
ENA-VEM	History of Economic Thought	Exam	4	4

4.2.4 Specialization Human Resources and International Leadership

The specialization consists of nine compulsory courses and free credits available for elective courses. Using the elective credits, the student can adapt his/her study according to his/her needs and intended future fulfillment.

Code	Course title	Mode of completion	Credits	Recommended semester
ENA-LDT	Leadership of Diverse Teams	Exam	6	1
ENA-SMA	Strategic Management	Exam	6	1
ENA-RIP	Business ICT Management	Exam	4	2
ENA-PSHR	Psychology and Sociology for HR Managers	Exam	4	2
ENA-APR	Andragogy and Professional Development	Exam	4	3
ENA-EUGG	EU and Global Governance	Exam	4	3
ENA-RLZ	Human Resource Management	Exam	4	3
ENA-SA	Social Analysis	Exam	4	3
ENA-SML	International Leadership Seminar	Pass credit	6	4
ENA-SPEC	Social Law of the EU and Czechia	Exam	4	4

4.2.5 Elective courses, practical training

Elective courses are listed separately for each study program. A student should select the courses with an appropriate credit value to gain a prescribed minimum number of ECTS credits for the whole study. The courses on the list usually deepen the study orientation or offer the possibility of enriching the scope of the student's competencies.

Managed Practical Training is a **compulsory course** for Master's students. The practical training in Master's study takes at least seven complete weeks with proper working hours of the educational part of the semester, at least thirty working days with proper working hours, or at least 280 working hours according to the employment agreement. The professional content of the agreed work should be closely related to the study field, resp. to other elements of the study plan.

An indicative list of elective courses is available at: <https://pef.mendelu.cz/en/faculty-of-business-and-economics/exchange-students/course-catalogue-and-academic-calendar/>

4.3 Master degree program Open Informatics



The objective of the Open Informatics study program is to educate independent, critical-thinking experts who can participate in implementing complex software applications and technological systems. Emphasis is placed on the design of architecture, the implementation of large-scale technological units, and the management of the development process itself using appropriate methodologies.

The study program deepens and expands the necessary theoretical starting points and principles related to the focus of the program. The graduate will also gain experience related to the design of complex algorithms, starting with graph algorithms and ending with artificial intelligence methods.

The study program will enable graduates to create a comprehensive basis for direct involvement in the work process and the performance of further specified professions and obtain a theoretical and professional basis for further research-oriented study in the doctoral degree.

Following the European Qualifications Framework, the study objectives can be specified as follows:

- **knowledge:** methods of analysis and modeling of systems and business processes, methods of modern development and deployment of software and technological systems, security issues in complex technological systems, especially in computer networks, management techniques necessary for monitoring the development of the environment, leading teams of co-workers, group decision-making and strategic management of enterprises with an emphasis on their IS/ICT, the necessary theoretical apparatus, including complexity, discrete mathematics, graph theory, and artificial intelligence;
- **skills:** creatively apply theoretical principles when solving problems in the field of ICT, manage the process of developing technological systems using a suitable methodology, use a suitable method to analyze and model business processes, design the architecture of a complex technological system to ensure technological solutions for the deployment and

operation of complex technological systems, evaluate complex technological systems from the point of view of safety and implement the necessary measures;

• **competences:** to improve business processes through innovations based on critical analysis of business processes, implement complex technology projects, information systems projects, and professional management systems projects in various types of organizations, define strategies in the field of information and technology systems of enterprises, within a team focused on the implementation of complex technological systems to communicate and present the results of their work, independently further develop their professional knowledge and skills in the field of informatics.

The graduate, depending on the chosen study track, could find employment posts mainly as:

- a member of teams focused on the development and deployment of information systems,
- a manager, especially in development teams,
- a designer/developer of complex software applications, especially mobile and web solutions,
- a designer /developer of complex automated control systems, - collaborative robotics specialist,
- data analyst and machine learning expert, - user interface design and testing specialist,
- programmer of industrial visualization tools using virtual and augmented reality,
- self-employed person in the above areas.

The study program offers two study tracks: Data analysis and machine learning and IS/ICT security.

A graduate of the **Data analysis and machine learning study track** deepens his/her expertise in storing and analyzing structured and unstructured data, emphasizing machine learning methods.

A graduate of **the IS/ICT security study track** deepens his/her expertise in cryptography and cryptanalysis, blockchain technology, blockchain-backed applications, and cyber-security.

4.3.1 Structure and course of the study program

The **standard duration** of Master's study is two academic years. A student typically enrolls in courses with the value of about 30 ECTS credits per semester. A student is required to gain at least 15 ECTS credits to be allowed to enroll in the second semester. To enroll in any higher semester, a student shall gain at least 40 ECTS credits in total from the last two semesters and shall have no repetitively failed course in his/her study curriculum. In exceptional cases, a student could apply to the Dean in writing to waive some requirements and should give the appropriate reasoning.

The study consists of compulsory and elective courses. After completing each course, the student obtains an appropriate number of ECTS credits assigned to it according to the average study load. In the study field module, a student selects a few elective courses (typically 3 or 4) to gain a total of at least 120 ECTS credits.

After completing the whole study plan, a student should enroll for the **Final State Exam**, which includes defending the Master's thesis and oral examination from two sets of professional themes. After passing the final state exam, a student becomes a graduate and is awarded the academic degree of "**engineer**" (abbreviated to "Ing." preceding the name). A graduate obtains the Diploma and Diploma Supplement with a full transcript of records at the formal graduation ceremony.

A student is also entitled to ask for a semester of study interruption. The study can be interrupted repeatedly, but the total duration cannot exceed half of the standard duration, i.e., a student can interrupt his/her study for two semesters at maximum.

A student can apply for **recognition of courses** completed during previous studies at home or other foreign universities.

Summary of requirements for successful completion of study:

- passing all compulsory courses of the program core and study track;
- gaining at least 120 ECTS credits;
- passing the Final State Exam, including the defense of the Master's thesis.

4.3.2 Program core courses

The program core courses deepen the knowledge of informatics and crucial skills for IT specialists that are essential and inevitable for Master's level graduates in the domain of Informatics. The core courses that are all compulsory focus on the development of advanced knowledge of informatics and selected economic aspects.

The following table presents the list of program core courses and includes the basic descriptive characteristics of each course. The course catalog under the given course code provides more details, including complete syllabi.

Code	Course title	Mode of completion	Credits	Recommended semester
ENA-VAS	Computability and Complexity	Exam	5	1
ENA-TG	Graph Theory	Exam	5	1
ENA-MIS	Information Systems Modeling	Exam	5	1
ENA-MVIS	Management of IS Development	Exam	5	1
ENA-PE	Business Economics 2	Exam	4	2
ENA-DSII	Master's Thesis Seminar IS/ICT	Pass credit	2	2
ENA-ASS	Software and Services Architectures	Exam	4	2
ENA-NSS	Software and Services Deployment	Exam	5	2
ENA-AI	Artificial Intelligence	Exam	5	3
ENA-SMA	Strategic Management	Exam	6	3
ENA-MS	Modeling and Simulation	Exam	5	3

ENA-SI	Systems Integration	Exam	5	3
ENA-KB	Cyber Security	Exam	5	4
ENA-DPII	Master's Thesis IS/ICT	Pass credit	10	4
ENC-P8II	Practical Training IS/ICT	Pass credit	8	4

4.3.3 Study track Data analysis and machine learning

The specialization consists of 4 compulsory courses and free credits available for elective courses. The student can adapt his study according to his needs and intended future fulfillment using the elective credits.

Code	Course title	Mode of completion	Credits	Recommended semester
ENA-BIDS	Business intelligence and data warehouses	Exam	6	1
ENA-SU	Machine learning	Exam	5	2
ENA-NS	Neural networks	Exam	5	3
ENA-TM	Text mining	Exam	4	4

4.3.4 Specialization IS/ICT security

The specialization consists of 4 compulsory courses and free credits available for elective courses. The student can adapt his study according to his needs and intended future fulfillment using the elective credits.

Code	Course title	Mode of completion	Credits	Recommended semester
ENA-KK	Cybercrime	Exam	5	1
ENA-K	Cryptology	Exam	6	2
ENA-BK	Blockchain and Cryptocurrencies	Exam	5	3
ENA-IKB	Implementation of Cyber Security	Exam	4	4

4.3.5 Elective courses, practical training

Elective courses are listed separately for each study program. A student should select the courses with an appropriate credit value to gain a prescribed minimum number of ECTS credits for the whole study. The courses on the list usually deepen the study orientation or offer the possibility of enriching the scope of the student's competencies.

Managed Practical Training is a **compulsory course** for Master's students. The practical training in Master's study takes at least seven complete weeks with proper working hours of the educational part of the semester, at least thirty working days with proper working hours, or at least 240 working hours according to the employment agreement. The professional content of the agreed work should be closely related to the study field, resp. to other elements of the study plan.

An indicative list of elective courses is available at: <https://pef.mendelu.cz/en/faculty-of-business-and-economics/exchange-students/course-catalogue-and-academic-calendar/>

5 Admission procedure and recognition of previous education for full degree programs

5.1 Application procedure for Bachelor's and Master's study

Applications can be submitted online throughout the year. Two deadlines a month for completing an e-application are announced, with a follow-up deadline for entrance exams. The entrance exam takes place online. Based on previous negotiations with the faculty, the entrance exams might be organized abroad for some regions (for details, contact the international relations office).

The general requirements for admission are as follows:

- **Submitting an e-application** form with preliminary documentation for recognition of previous education: diploma (high school, Bachelor's, or Master's)
- Passing an **entrance exam**
- Obtaining the **recognition of previous education** (so-called nostrification)
- Signing a **study contract** and paying tuition fees. Currently, the tuition fee takes 80 000 CZK per academic year (approx. 3 200 EUR) for the offered study programs.
- You **will receive** from us the admission letter, payment confirmation, and accommodation confirmation
- You apply for **your visa** (if you need it)

The complete procedure is described in very detail at the website:

<https://pef.mendelu.cz/en/faculty-of-business-and-economics/admissions/admission-process/>

5.2 Application procedure for doctoral study

Doctoral studies are launched typically once a year at the beginning of September. The application deadline is usually May 31. Candidates must also submit the dissertation's intent (see a template on the website), their curriculum vitae, and a motivation letter. The Dean can approve minor changes in the application procedure timetable, mainly for foreign students and admission procedures abroad.

All candidates must go through the entrance examination to discuss a proposal for the research topic and review their professional and research skills and the applicant's skills to work independently and creatively. The entrance examination aims to determine the applicant's expertise, publication results and his/her skills for independent scientific, creative and research-oriented activities as well as – especially for candidates for full-time studies – prerequisites for teaching.

The general requirements for admission are as follows:

- **Submitting an application** form with preliminary documentation for recognition of previous education: Master's diploma
- Passing an **entrance exam**
- Obtaining the **recognition of previous education** (so-called nostrification)
- Signing **study contract**. Doctoral study is free of charge. Students are expected to take a significant part in research and publication activities.
- You **will receive** from us the admission letter and accommodation confirmation
- You apply for **your visa** (if you need them)

5.3 Recognition of previous education (nostrification)

The Ministry of Education of the Czech Republic requires students who apply for degree programs to recognize previous education.

The Faculty is authorized to recognize the Bachelor's, Master's, and doctoral education in the fields of Economics, Economics policy, Business Economics, Management, Marketing, Trade and Services Management, Informatics, and Applied Informatics. The applications should be sent to the Faculty's International Relations Office. Applicants for the Bachelor's level study must prove that they have received recognition for their secondary school education. Applicants for a Master's level study must prove the recognition of their Bachelor's education. Doctoral study applicants must prove the recognition of their Master's education.

The nostrification done by the Faculty is relatively fast (mostly within three weeks) and at lower costs but is valid only for studies at the Faculty.

A governmental office or a public university might also perform the nostrification. This type of nostrification is valid for any type of study at any university in the Czech Republic. It might take up to three months to get the nostrification, and fees are higher. The applications should be sent to the Rector's Office.

The complete procedure of recognition of the previous study (the process of nostrification) is summarized on the website: <https://pef.mendelu.cz/en/faculty-of-business-and-economics/admissions/nostrification/>

6 Czech Republic and Brno in a nutshell



The Czech Republic is a landlocked country in Central Europe. It is bordered by Poland to the north, Slovakia to the east, Austria to the south, and Germany to the west. The Czech Republic is a member state of the European Union (since 2004) and NATO and is part of the borderless Schengen Area. Its population is over 10 million people, and it is a Christian country.

The Czech Republic has developed an advanced social market economy and social policies that support a high-income welfare state. Industry is increasingly pivotal in the Czech economy because it contributes the most to gross value added, around one-third, and manufacturing counts for more than a quarter. Agricultural production and food production are two of the traditional industries of the national economy. The share of agriculture (together with forestry) in gross added value in the national economy is now coming closer to the average for the countries of the European Union.

The Czech Republic enjoys a temperate continental climate with warm summers and cool winters. It is famous for its excellent beer, fine wine, and delicious traditional cuisine.

Brno is the second largest city in the Czech Republic, and as such, it offers all the services and cultural events that other big, modern cities offer. Moreover, Brno offers all that in a more relaxed atmosphere with many options for spending your free time. Brno is a university city. There are 12 higher education institutions with as many as 30 faculties, and it is buzzing with more than 90,000 students. Brno is also the largest city in Moravia, and it is situated in picturesque countryside between the woody Bohemian-Moravian Highlands and winegrowing Southern Moravian Lowlands.

For more details about the city of Brno, look at: <https://en.brno.cz/>

Brno is easily accessible by all types of transport. You can travel by plane (there are scheduled flights to Germany, the UK, and the Netherlands), by train (you can travel by intercity trains all over Europe), or by bus (there are many bus lines, and you can travel to all major cities in Europe several times a day). Thanks to Brno's strategic geographical location in the heart of Europe, you can reach Prague, Vienna, or Bratislava within 2 hours.

The public transport system in Brno is very efficient and simple to use. Buses, trams, and trolley buses operate all over Brno, and during the night, you can use night buses, so the transport is here for you 24 hours a day, 7 days a week.

For details: <https://www.dpmb.cz/en/>

7 Accommodation and living costs

Brno is one of the most affordable cities in Europe, and living costs are about 700-1200 EUR per month (depending on the individual student's lifestyle), including accommodation, food, transport, and entertainment.

The University offers comfortable accommodation at reasonable prices. Monthly costs for a dormitory room range from 200 EUR to 300 EUR depending on the room type and the block where you stay. Rooms are usually for two or three people and are equipped with a kitchenette and bathroom.

For details, see: <https://skm.mendelu.cz/en/>

You can also rent a private flat. There are many places to live, such as shared rooms or private flats in Brno. The cost of a single room in a student flat ranges from 320 to 500 EUR per month. The rent for a private flat starts from about 800 EUR per month.

At the university campus, you can use the Eduroam network to access the Internet. The installation instructions are available at <https://eduroam.mendelu.cz/en/>. In the dormitories, you can find an Internet connection in all rooms, free Wi-Fi in the lobby, football field, gym, student pub "Green" and many other things. Mendel University also offers various sports activities like aerobics, swimming, volleyball, yoga, Zumba, Nordic walking, and many others.

For more detailed offers, contact The University Centre of Sport Activities:
<https://csa.mendelu.cz/en/>

Apart from the University, you can enjoy hundreds of other activities in Brno, from visiting museums, cinemas, and different public events to sports events and student events organized by a wide range of students' clubs and other associations.

Other living costs, like food and services, are also relatively cheap. You can choose from 7 main dishes at the university canteen at about 3-5 EUR. In the restaurants, the prices differ starting from 5 EUR. Transport costs are about 20 EUR per month if you use public transport. Books and study materials usually cost about 25 EUR per month. For fun, sports, culture, and other activities, you can spend about 150 EUR, but this varies a lot according to personal preferences.

8 Visa policy and other administrative procedures

Students from EU countries (plus Norway, Iceland, Liechtenstein, and Switzerland) are not required to have a long-term visa or residence permit to study in the Czech Republic (or in other Member States of the European Union).

Students from non-EU countries must have a long-term visa or residence permit to study in the Czech Republic (or other Member States of the European Union).

The following information is informative but must always be checked in relation to the specific rules of the country of origin.

Schengen short-term visa up to 90 days in the time span of 180 days

The short-term visa suits short-term study purposes, students, and academic exchanges. The visa application usually has to be delivered to a relevant Czech embassy in person due to taking biometric data. The visa application is typically decided within 3-5 working days. The legal period limit is 15 days, but it could be extended to 45 days, mainly if additional documents or explanations are required.

The list of compulsory and supporting documents is specified on the Czech Foreign Office website: https://mzv.gov.cz/jnp/en/information_for Aliens/short_stay_visa/study.html

Standard long-term visa to study a complete study program

This type of visa is necessary for stays exceeding 90 days. In general, the process of getting a long-term visa is more complicated, takes significantly more time (the visa is issued in up to 90 days), and requires more paperwork. Authorities are more cautious when issuing long-term visas. Students should be prepared to start admission at least six months before their intended intake (depending on their country of origin).

Visa applications are submitted at the diplomatic missions of the Czech Republic according to the consular territorial competence. The diplomatic mission forwards the application to the Ministry of the Interior for evaluation and decision. If the application is evaluated positively, the diplomatic mission where the application was filled issues a long-term visa to collect the long-term residence permit for study. The foreigner collects the permit after they arrive at the Ministry of the Interior in the Czech Republic.

Long-term visa application requirements (note that the information provided has only an informative character; for currently valid requirements, check relevant websites):

- application form;
- travel document;
- two photos;
- biometric features – fingerprints;
- fee;
- supporting documents proving
 - purpose of stay (for example, school acceptance letter, study contract, etc.);
 - accommodation (for example, rent agreement, etc.);
 - financial means (for example, bank statement and international credit card, etc.);
- criminal record extract issued by the state of the applicant's citizenship and by the state where the applicant resided in the last three years for more than six months;
- children submit an agreement of parents/legal guardians with the stay of the child in the Czech Republic (except when the parent travels with the child, when the parent travels with the child, or when the agreement cannot be obtained due to reasons independent of the foreigner);
- upon request, a document proving the fulfillment of measures against the spread of infectious disease;
- travel health insurance – in case of visa issuance.

For more information, please see the website of the Ministry of Foreign Affairs:
<https://mzv.gov.cz/jnp/en/>

9 Health insurance & healthcare

Students from EU countries (plus Norway, Iceland, Liechtenstein, and Switzerland) are highly recommended to arrange and purchase additional commercial travel medical insurance that suits their needs and covers more than the urgent care provided automatically to all European Health Insurance Card holders.

Students from non-EU countries:

- All students applying for a long-term visa for study purposes need to arrange and purchase Emergency travel medical insurance. For detailed information, please see the Ministry of Foreign Affairs website <https://mzv.gov.cz/jnp/en/> and ask at the embassy/consulate of the Czech Republic in your home country.
- All students applying for a long-term residence permit for study purposes need to arrange and purchase comprehensive/complex travel medical insurance. For detailed information, please see the website of the Ministry of Foreign Affairs (<https://mzv.gov.cz/jnp/en/>) and ask at the embassy/consulate of the Czech Republic in your home country.
- Concerning exceptions, please see the list of countries and exchange programs to find out whether you are exempt from the travel medical insurance that meets the conditions required for applicants for a Czech long-term visa or a long-term residence permit (<https://mzv.gov.cz/jnp/en/>) and/or ask at the Czech Republic embassy/consulate in your home country.

Your health insurance should entitle you to visit any general practitioner or dentist in the Czech Republic. If you have any specific problem, you should still first visit a general practitioner, who will examine you and then, if necessary, arrange for you to see a specialist.

10 Permission to work

Students who are citizens of a member state of the European Union do not need any visa or other permit to be allowed to travel, live, and work in the Czech Republic. You can enter and reside in the Czech Republic without any restriction - all you need is your passport or identity card. You only have to notify your presence in the country at your local Foreign Police office within 30 days following your arrival.

Students who are not citizens of the EU should consult the Ministry of Labour and Social Affairs of the Czech Republic for the latest information: <https://www.mpsv.cz/web/en>

11 Public behavior and cultural habits

The historical outline of each nation and influences from nearby neighbors constituted the publicly accepted and awaited behavior based on informal rules. Some could be seen as confusing or ridiculous for those unfamiliar with them. These rules often reflect historical experiences, although they have been significantly adapted to modern circumstances.

The Czech nation (including the Moravians and Silesians) belongs to the West Slavonic group of nations that settled in Central Europe during the Great Migration of Slavs in the 5th century

AD, moving the Germanic nations further to the West. The Germanic nations were coming into central Europe from the 3rd century AD, taking control over the then Western Roman Empire. Thus, the Czech nation is the most western of the West Slavonic nations, bordering on Germanic nations to the west. Similarly to other West European nations, the Czech nation profits from the achievements of the Roman Empire, which is noticeable mainly in the adopted principles of the legal system and the spread of Christianity from the Byzantine Empire, the eastern part of the Roman Empire. Although the Czech Republic has been a secular state for over a century, the Roman Catholic Church is an integral part of Czech identity, and its role is evident in present-day life. Respect for Churches of Christian tradition is a standard norm in the Czech Republic.

Medieval chivalry is reflected in many formal and polite rules of behavior. The knights always stopped at sword distance to ensure their security, raised their helmet visors to see the other's faces and eyes, and started their conversation. They formally demonstrated their respect for their superiors, seniors, and women; they admired them, protected them, and strived to help them. These principles are still present in the rules of behavior nowadays.

The Czech people are very formal in communication, and building a more familiar relationship takes a long time. Demonstration of respect is required when speaking to an unknown person, superordinate, to the senior, and to the woman. Traditionally, the teachers, academic and administrative staff at schools and universities, clerks at their offices, police staff, etc., are persons to whom respect should be demonstrated. When addressing, the proper status title should be primarily used (Mr. Rector, Ms. Dean, Ms. Professor, Mr. Bursar, ...), the academic degree is often used (Ms. Doctor, Mr. Magister, ...) or simple Mr. or Ms. followed by surname in the other cases. Using first names without explicit permission is impolite and reserved only for close friends.

It is extensively offensive to touch anybody without prior permission or shorten the body distance below two or three steps. The simple handshake is an exception, but it has to be initiated by the superordinate, the senior, or the woman. Embracing, kissing cheeks, or hugging is accepted only among close friends. If superordinate, the senior or women initiated the handshake or other touch, they only demonstrate mutual respect or sympathy, which must not be interpreted as familiarity.

When speaking face to face, occasional eye contact is required to be perceived as trustworthy. On the other hand, the continuous staring is offensive. Avoiding eye contact is considered suspicious.

The Czechs have a German perception of time and the same way of meeting the accepted obligations. Time punctuality is the standard norm. Any delay of a few minutes is very impolite, and being late for a quarter of an hour is not acceptable. The exact meeting of obligations and promises in the agreed time is a mark of good planning, self-discipline, and respect for the partner.

It is polite and a good manners requirement not to inconvenience others or limit their rights and freedoms. Thus, avoid noisy behavior, shouting at others, obstructing staircases or corridors, littering around, coughing and yawning without covering the open mouth by hand, and spitting in public places. It is also advisable to behave respectfully to senior persons and women and demonstrate proper courtesy.

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