



**UNIVERSITY OF ECONOMICS AND MANAGEMENT**



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[www.vsem.cz](http://www.vsem.cz)

LET ME INTRODUCE VŠEM...



**The main mission and objective of VŠEM is to be an independent higher education institution offering internationally competitive study programmes. VŠEM supports freedom of thinking, research, and the expression of opinions and ideas. It supports equal opportunities.**

**The educational process at VŠEM involves conveying information on development and current trends in line with the concepts and approach of individual study programmes, with the objective of preparing the graduates to succeed in the increasingly competitive environment of the integrated and globalized world.**

**We encourage the students' personal and professional growth by supporting their self-confidence and social responsibility. We help them to put their ambitions and personal beliefs into effect, and maintain international ethical standards.**



**Prof. Ing. Milan Žák, CSc.**

**Rector VŠEM**



UNIVERSITY OF ECONOMICS AND

ARE YOU READY?



# MANAGEMENT

The conception of study plans and teaching methods is developed in line with changing social needs and requirements and it reflects the individual attitudes and needs of the students, who are helped to cope with management and analytical tasks. Students are trained to be able to assess the existing situation (input and output) of the examined area using both external and internal information sources.

Every year VŠEM welcomes many foreign students who wish to spend a part of their studies at a university or an overseas university. VŠEM accepts students from all over the world, so that they can experience at least one trimester on our campus.

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## INTERACTIVE TUITION VŠEM

More than 60 study subjects with a focus on economics, business administration, management, finance and taxation, human resources, marketing and advertising, international relations, innovation and law are supported by interactive tuition and exam applications like video-learning, audio-learning, webforums, videoforums and electronic knowledge testing.

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## ACCREDITATION

All of our study programmes are accredited by the Ministry of Education of the Czech Republic, ACBSP – the Accreditation Council of Business Schools and Programmes and are realized as full-time and part-time courses.

# PLACES AT VŠEM







**VŠEM includes modern classrooms and testing and consulting rooms with a total capacity over 1,000 seats. Students can also use the VŠEM Study and Library which is open all day and computers with internet connection and free Wi-fi. Students can also use extracurricular places like the student's Club and the VŠEM Gym.**

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### **ELEMENTARY SCHOOL AND KINDERGARTEN VŠEM**

**Private school for gifted or highly capable children, from 1st to 5th grade is dedicated to providing an individualized education through an accelerated academic curriculum concentrated on Mathematics and Language skills.**

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### **STARTUP VŠEM**

**StartUp VŠEM is a space for work, meetings, innovation, personal development and business development. A community that will support your project and help to its success. StartUp VŠEM is a seed accelerator for startup projects.**



# STUDY PROGRAMMES

**The Bachelor's (Bc./BBA) and Master's (Ing./MSc.) study programmes are divided into individual majors such as Business Economics, Communication and Human Resources, Marketing and Corporate management, with the relevant major specialization.**

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**Master of Business Administration (MBA) is one year long MBA 12 months study programme.**

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**Doctoral (Ph.D.) study programme Economics and Management is 3-years long, has 10 field specializations and is realized in both czech and english language and in full-time or part-time form of study.**



# STUDY PROGRAMMES

<b>Bachelor's Study Programmes</b>	Business Economics	Bc. BBA	Finance, Human Resources, Economics and Economic Policy, Marketing and Advertising
	Communication and Human Resources	Bc. BBA	Communication and Society, Human Resources Management, Psychology and Sociology, Public Administration
	Marketing	Bc. BBA	Advertisement, Public Relations, Strategic Marketing, Media and Medial Communication
<b>Master's Study Programmes</b>	Corporate Management	Ing. MSc.	Finance, Human Resources, Marketing and Advertisement, Business Management
	MBA in Economics and Management	MBA	Finance, Human Resources, Marketing and Advertisement, International Relations, Health Care Management, Law, Public Administration
<b>Doctoral Study Programme</b>	Economics and Management	Ph.D.	Financial Management, Human Resources, Marketing, Economics, Management, Social and Economic Innovations, Project Management, Statistics, Social pedagogy



# LIFELONG STUDY PROGRAMMES



**Professional courses at VŠEM are part of a Lifelong learning programme and include specialized intensive career training programmes in given areas, and a form of tuition, tailored to the specific needs of individuals and organizations in the private and public sectors.**

**Professional courses in online form, so called - Massive open online courses ( MOOC ) are an opportunity to study free of charge according to one's own abilities, interests and time availability, when the demands of the study subject is determined by the number of credits.**

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## **COURSE OF CZECH LANGUAGE FOR FOREIGNERS**

**The course is designed for beginners who want to study at a university in the Czech Republic, but the language barrier is in their way from doing so.**

**The course aims to prepare participants for studies at a university with czech as the language of instruction and to familiarize them with the cultural, social and historical environment of the country.**

# GENERAL INFORMATION ABOUT PRAGUE

**Prague is often described as one of the most beautiful and interesting cities in Europe, Prague masterfully combines the historical and modern, the quiet and pulsating, the poetic and pragmatic. As a liberal and comfortable city with a low cost of living, Prague is a favourite destination for international students.**

**A modern public transportation system connects the various parts of the city and makes it very easy to travel to the VŠEM Campus. VŠEM is located in the beautiful city of Prague in the heart of Europe. Situated on the edge of the city (Nárožní Street 2600/9a, Prague) our Campus provides a modern, well-equipped learning environment with great accessibility to the downtown area.**

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## **STUDENTS LIVING IN PRAGUE**

**Students can use the opportunity of accommodation with high standard, wide range of services and good transport availability with public transport to the city centre. The Residence ROOMS5 is five minutes walk from the University.**





## STAGE 1

## STAGE 2



### Submitting the e-application

- Fill in the e-application (an integral part of every application are copies of the documents listed below).
- All materials, documents, attachments must be submitted no later than the day of the admission proceedings depending on the starting date (October, January, April).
- The e-application form is sent, and the required materials are submitted, by an applicant via email:  
international@vsem.cz
- The study department contacts applicant with further instructions within 7 days.

### Administrative fee

- The administrative fee for the submission and registration of an e-application for foreign nationals is 40 EUR.
- A proforma invoice for the e-application (an additional or extra term of admission proceedings) is stored in the SISVSEM.
- The invoice maturity due date is no later than the date of the admission proceedings.

## STAGE 3

### **Submission of document Bc./BBA**

- A copy of their passport.
- An electronic photo.
- A scan of their original high school diploma (also one copy in English) and scan of their original school transcript.
- A scan of their high school transcript translated into English.
- A scan of their high school diploma, with apostillation or legalization.
  
- A medical certificate.

### **Submission of documents MBA/Ing./MSc.**

- A copy of their passport.
- An electronic photo.
- A scan of their original bachelor's diploma.
- A scan of their original bachelor's transcript.
- A scan of their bachelor's diploma, translated into English.
- A scan of their bachelor's transcript translated into English.
  
- A medical certificate.

## STAGE 4

### **Registration of e-application**

- A recruitment consultant will verify the submitted documents, as well as the e-application.
  
- If a positive decision is made, the applicant will receive an invoice for the tuition fees and confirmation about acceptance.



## STAGE 5

### Nostrification (for NON-EU students)

The candidate will arrive in Prague in advance (depending on the level of study – Bachelor/Master) and bring the originals of all necessary documents. Together with the recruitment consultant, the candidate will ask for the nostrification of the diploma.

The procedure for Bachelor's study programme candidates takes 3 to 6 months.

The procedure for Master's study programme candidates takes 2 to 3 months.

During the nostrification process, the candidate has the opportunity to study MOOC courses, and to get a certificate from such study. The candidate also has the opportunity to take English or Czech language courses.

Nostrification is charged separately.

## STAGE 6

### Arriving in Prague

Once candidates arrive in Prague, they are asked to present additional documents.

Bachelor's programme candidates must provide a printed and signed application form.

They must also present their passport for verification as well as their original high school diploma with a description and final score and a photo (size 37x50mm).

Master's programme candidates must bring a printed and signed application (original), a passport for verification, their original Bachelor's diploma and a photo (size 37x50mm).

# CONTENT OF TUITION FEES

Tuition fees includes 12 months examination period, basic study materials, videolearning and audiolearning VSEM, which includes e-books, e-texts, VideoForum and permition for Academy of Sciences Library and private Library of the University of Economics and Management.

## TUITION FEES

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**Bachelor Bc./BBA (3 years)**

**EUR 2 500 / year**

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**Masters Ing./MSc. (2 years)**

**EUR 2 500 / year**

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**Masters MBA (12 months)**

**EUR 3 500 / year**

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**Postgradual Ph.D. (3 years)**

**EUR 2 500 / year**

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