

Admissions process

1. Send the on-line application form
 - Students **who do not need a visa** are welcome to send the application form any time **before the end of August**.
 - Students **who need a visa** must send the application form **before the end of May!**
2. For the **study programme in English**, send a scan of the **English test results certificate**, if you have it.
 - Minimum test scores are as follows:
 - IELTS - 6 or higher (all parts)
 - TOEFL iBT – 65 or higher
 - TOEFL cBT – 183 or higher
 - FCE – grade B or higher
 - CAE – Pass
 - The certificates are verified by the Department of Languages of UCP.
 - If you **don't have any English certificate**, you have to **take the placement test**. Pay the admission **fee 500 Czech Crowns** or the equivalent (bank information can be found on your on-line application form).
3. Pay the **tuition fee** for one semester – 40.500 Czech crowns (approximately **EUR 1,620/semester**, depending on the actual exchange rate) and sign Study Contract.
4. The acceptance letter will be sent by the DHL at own expense of the applicant.
5. Once all administrative documents and payments mentioned are received and approved by UCP, a confirmation of admission to study will be issued and given/sent to you (this document is required to obtain the study visa).
7. Please come to the Czech Republic **at least one month** before classes officially begin!
8. UCP will review all the original documents (with official translation in English) during registration.
9. Students are requested to submit the **official validation of their secondary school diploma before the end of the 1st semester** at the latest. This process could last more than one month and UCP cannot fully accept a student for study without this document!