

Assessment of previous education

Admission procedure to the Economic Data Science and Business Information
Systems and Computer Science Bachelor's degree programmes

Instructions for submitting previous education documents for English taught bachelor programme:

To assess your previous education, more information [here](#), please follow these steps:

1. Certified Copy of Your Diploma

Send an officially certified copy of the foreign secondary education document in Czech or English. Do not send the original (since the documents are archived and cannot be returned to you)!

2. Confirmation of Eligibility to Study

Include a confirmation from your foreign secondary school (or the relevant authority) stating that you are entitled to apply for a bachelor's degree programme in your home country in Czech or English. The confirmation only needs to be signed and stamped; no further verification is required.

Special cases when you do not need to provide this confirmation:

- Already holding a bachelor's degree? → A certified copy of your bachelor's diploma and transcript of records is sufficient (official certified copies).
- Transferring from another university? → A certified copy of your secondary school diploma plus a proof of enrollment at that university is required
- Graduated from a school with Czech accreditation? → No additional confirmation is needed (just a certified copy of the secondary school diploma).

3. How to Deliver the Documents

- In paper form, by post to the following address:

Prague University of Economics and Business

Legal Department

Nám. W. Churchilla 4

130 67 Prague 3

Czech Republic

- In person: Mailroom office no. 72 ("Podatelna") on the ground floor of the New Building.

[More information can be found at this webpage.](#)

