



č.j.: 12/18

Decree of the Dean No. 2/2018

Doctoral Programmes of the Faculty of Agrobiography, Food and Natural Resources

Article 1

Introductory Provisions

- (1) The Dean's ordinance is valid for the Faculty of Agrobiography, Food and Natural Resources (hereinafter "faculty"), Czech University of Life Sciences Prague (hereinafter "CZU").
- (2) This ordinance was prepared in accordance with Act No. 111/1998 Coll. regarding universities, and is amended in accordance with the internal regulations for Doctoral Study Programmes (hereinafter "Study and Examination Guideline") at CZU, which came into effect on 29 March 2017. These guidelines specify the conditions of taking part in doctoral study programmes (hereinafter "DSP") and are binding for all DSP students.

Article 2

Rights and Obligations of Doctoral Students

- (1) The rights and obligations of DSP students are governed by Article 5 of the Study and Examination Guidelines.
- (2) The work plan, workplace and obligations of the student are determined by the supervisor in cooperation with the head of the department. Student attendance is registered in the relevant department in a manner identical to that used for other members of the department.
- (3) Full-time DSP students (hereinafter "students") receive a regular scholarship. Regular scholarships are received by students during the standard period of study. This includes all previous doctoral studies, completed and uncompleted.
- (4) Both full-time students and those taking part in a combined form of study can obtain an extraordinary scholarship for certain activities during their studies. This scholarship can be awarded on a one-off basis or repeatedly.
- (5) The awarding of scholarships is governed by the Dean's Scholarship Regulations for FAFNR Study in Doctoral Study programmes.
- (6) In the event a student does not fulfill his/her study obligations, the scholarship can be reduced or withdrawn based on a proposal from the Subject Area Board.
- (7) The student has the right to appeal to the Dean to reverse the decision of the supervisor, the head of the department, the Subject Area Board and the committees appointed by the Subject Area Board. The student may appeal the Dean's decision to the Rector of the CZU.



Article 3

Admission for Study

- (1) Admission for study in the DSP is governed by article 6 of the Study and Examination Guidelines.
- (2) Foreign applicants of doctoral study programmes may substitute completion of the entrance examination with a recommendation from at least 2 specialists (teachers, researchers).
- (3) In the case of a previous doctoral study in another field, the Dean of the faculty may omit the admission procedure.
- (4) Financial provision for foreign, tuition-paying students studying in English is regulated by a special contract for each student, if the study is not funded under a cultural agreement.

Article 4

Enrollment in Studies

- (1) Study enrollment is governed by article 7 of the Study and Examination Guidelines.
- (2) The study year starts on the day of enrollment, usually on the 1st of October of the relevant academic year.

Article 5

Individual Study Plan and Amendments Thereto

- (1) The Individual Study Plan (hereinafter "ISP") and Amendments Thereto is governed by article 8 of the Study and Examination Guidelines.
- (2) The terms and conditions for individual doctoral study programmes are proposed by Subject Area Boards and approved by the Scientific Board of the faculty.
- (3) Within 30 calendar days of commencement of the study year (usually by the 31st of October of the relevant academic year), the student, in cooperation with the supervisor, will prepare a Dissertation Assignment and an ISP.
- (4) The Dissertation Assignment will comprise a title, an introduction to the matter, clearly defined scientific hypotheses, the main objective of the Dissertation and a general approach leading to the fulfillment of the objectives, which must be current, realistic and give the assumption that results would be fit for publication.
- (5) The ISP comprises the planned activities of the student during his/her study term. When compiling the ISP, the student follows Rector's directive 2/2018 CZU regarding the Credit System of Doctoral Study Programmes. The ISP includes, in particular, the following activities:
 - a) Compulsory and optional subjects.
 - b) Two Scientific seminars led by the chair or an authorized member of the Subject Area Board. The seminars can be substituted by an active presentation at a domestic or foreign scientific conference on condition that the conference program is approved by the board.
 - c) Completion of an English language examination that awards a certified level of B2 or higher.



- d) A Scientific seminar completed before the defence of the Dissertation. The student presents the results of his/her work to the academic community during the seminar, which is organized by the department after agreement with the chairman of the Subject Area Board. Progress of the seminar is recorded and signed by the head of the department.
 - e) Internship abroad for a duration no less than 4 weeks and to be determined by the Subject Area Board. In accordance with the Study and Examination Guidelines, the internship can be substituted by active participation in an international research project.
 - f) Publication in scientific journals. The student submits at least one scientific article that is published or accepted for publication in a Web of Knowledge journal with an assigned non-zero impact factor index (IF); the student must be listed as the primary author in the collective of authors.
- (6) A student whose doctoral thesis is aimed at obtaining outputs applicable in the Register of Artistic Outputs (RUV) may substitute the obligation specified in article 5 section f with a submission of one scientific article to the SCOPUS database journal with a non-zero Scientific Journal Ranking Index (SJR); the student must be listed as the primary author in the collective of authors and must attain one RUV output in category B or 2 outputs in category C.
- (7) Within 90 calendar days of commencement of the study (usually by the 31st of December), the student, in cooperation with the supervisor, will develop a Dissertation Methodology (hereinafter “methodology”).
- (8) The methodology comprises a Dissertation title, a current overview of the issue, established scientific hypotheses, objectives, selected methods and a solution timetable. The scope of the methodology is to be approximately 5 pages not including the list of references.
- (9) The Dissertation Assignment, the Individual Study Plan and the Dissertation Methodology are approved by the relevant Subject Area Board.
- (10) Upon approval by the Subject Area Board, students may submit their Dissertation Assignment, ISP, Dissertation Methodology, Pre-Dissertation and Dissertation in English. If granted permission by the examiner, the students may also take examinations and complete assignments (included in the individual study plan) in English.

Article 6

Examinations and Enrollment in a Subsequent Year of Studies

- (1) Examinations and enrollment in a subsequent year of study are governed by article 9 of the Study and Examination Guidelines.
- (2) Annual attestations, in which fulfilment of individual study plans is verified, usually take place at the end of the academic year, but no later than at the end of October of the following academic year.



Article 7

State Doctoral Examination

- (1) The State Doctoral Examination is governed by article 10 of the Study and Examination Guidelines.
- (2) The student submits the Pre-Dissertation for the State Doctoral Examination. Furthermore, students require a review from an expert with a scientific background or a doctoral degree who is not a CZU employee. Presentation of the Pre-Dissertation serves as the student's introduction to the specialized discussion of the Dissertation at the beginning of the State Doctoral Examination. After the opponent provides an evaluation, the student responds to the comments and engages in discussion. The State Doctoral Examination continues with an oral examination in individual areas determined by the individual study plan.
- (3) The Pre-Dissertation must not exceed 30 pages in length and is to contain an overview of the current state of knowledge in the field, a scientific hypothesis, objectives, methodological procedures, applicable preliminary results and a list of published and accepted articles.

Article 8

Dissertation Defence

- (1) The Dissertation may take the following form:
 - a) Full text in structure: an introduction; an overview of the current state of the issues that form the subject of the dissertation and the scientific literature that deals with said issues; objectives and hypotheses of the dissertation; selected methods; results of the dissertation with an introduction of newly acquired knowledge; discussion of results; conclusions and possible recommendations for practical applications and further development in the particular scientific field; list of references.
 - b) A collection of commented scientific articles. Such a dissertation contains at least 4 original and peer-reviewed articles published or accepted for publication in a peer-reviewed scientific journal. At least 2 of the articles must be published or accepted for publication in the Web of Knowledge journal with a non-zero Impact factor index (IF) assigned in the year of article publication ("Jimp"). The remaining articles must be published or accepted for publication in at least a SCOPUS database journal with a non-zero Scientific Journal Ranking Index (SJR) assigned in the year of acceptance of the article ("Jsc"). The student must be listed as the primary author in at least two articles, one of which must be of the Jimp type. Dissertation structure: an introduction; an overview of the current state of the issues that form the subject of the dissertation and the scientific literature that deals with said issues; objectives and hypotheses of the dissertation; published articles or accepted manuscripts (in separate chapters); Overall discussion of results, conclusions and possible recommendations for practical applications and further development in the particular scientific field; list of references used in both the overview of the current state of the issues and the discussion.



- (2) More detailed instructions for Dissertation preparation are set out in the “Recommendations for the preparation of a Dissertation”.

Article 9

Interim and Closing Provisions

- (1) The Dissertation, which is to be submitted before December 31, 2018, and in the form of a commented collection of scientific articles (pursuant to Article 8, paragraph 1, section b), may contain one article in a peer-reviewed scientific journal in place of a Jsc article. The student must be listed as the primary author in at least two articles, one of which must be of the Jimp type.
- (2) DSP students who began their studies in the 2016/2017 academic year or earlier are not subject to the study requirements stipulated in article 5 (paragraph 5, section e) unless specified in the student's ISP. The student may choose to include the requirement in their ISP if granted permission by the supervisor.
- (3) This ordinance comes into effect on the day of its publication.

In Prague 3 April 2018

prof. Dr. Iva Langrova