


A-14/10/OD	 FACULTY OF SCIENCE PALACKÝ UNIVERSITY IN OLOMOUC DEAN'S PROVISION	A-14/10/OD
PROVISION OF THE DEAN OF THE FACULTY OF SCIENCE, PALACKÝ UNIVERSITY IN OLOMOUC OF 20. 8. 2014 REGULATING STRUCTURE OF DOCTORAL STUDY PROGRAMS AT THE FACULTY IN CREDIT SYSTEM		
Content:	Provision of the Dean of the Faculty of Science, Palacký University in Olomouc of 20. 8. 2014 which regulates structure of doctoral study programs at the Faculty in credit system	
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Force and effect:	20.8.2014	
Distribution list:	Dean, Vice- Deans, Secretary of the Faculty Heads of Faculty departments, contractual workplaces, and scientific centers Heads of central Faculty units Archive	

THIS TRANSLATION HAS AN INFORMATIVE TRANSLATION, THE WORDING IS NOT OFFICIAL.
 CZECH LANGUAGE PREVAILS IN CASE OF ANY DISPUTES.

Dean of the Faculty of Science, Palacký University in Olomouc (hereinafter referred to as the “Faculty”) based on Study and Examinations Code of Palacký University of 1.7.2011, Rector’s directive no. B3-11/8-SR Structure of study programs in credit system, and Dean’s directive of 18.6.2014 regulating some provisions of Study and Examinations Code of Palacký University:

I. Introductory provisions

Credit system in doctoral study programs stems from accredited content and structure of doctoral study programs at the Faculty. To meet the credentials stated in the respective study field its valid accreditation prevails.

II. General guidelines for doctoral study programs in credit system at the Faculty

1. The guarantor of the course decides on the content and conditions to successfully complete the course.
2. Final state examination as well as the dissertation’s defense is not subject to credit evaluation.
3. Standard number of credits per one academic year of doctoral studies is 60.

III. Course categories

Specification of course categories:

- **„Obligatory courses 1 - general“(A)** are those which any doctoral student must complete according to the conditions in the accreditation of the respective doctoral study program at the Faculty. The amount of credits in this category is 60. The completion of a course is entered into IS STAG by the Study Department upon handing in a confirmation of its successful completion signed by the course guarantor.
- **„Obligatory courses 2 – specific for study field“(A)** Some study fields dispose of certain courses required by their accreditation, which have to be completed by all doctoral students of the field.
- **„Elective courses 1 – specific for study field“(B)** Courses for students to take are stated in a study plan which the student composes with his/her supervisor according to the focus of his/her dissertation. Minimum amount of credits in this category is 60. Completion of a course is entered into IS STAG by the course guarantor. There is a record of examination made out and signed by the course guarantor including evaluation “passed”/“failed”, which is filed in the student’s records kept at the Study department.
- **„Elective courses 2 – publication activities“(B)** This block of courses is aimed at publications. The minimum amount of publications is two reviewed papers, at least one out of which has to be in a journal with IF higher than 0. The student always has to be the leading author of the publications which is confirmed by signatures of all co-authors. Minimum amount of credits in this category is 60. Completion of a course is entered into IS STAG by the course guarantor.
- **„Elective courses 3 – R&D and teaching activities“(B)** Students register these courses upon previous discussion with their supervisor. Courses of the most significance are aimed at

project activities (participation at GACR, TACR, IGA, FRUP projects) and active participation in conferences with relevant scientific focus. Credits for these project and presentation activities may be collected repeatedly during entire doctoral studies, however, only once per academic year.

Students may also receive credits for teaching activities at UP, students of didactic study fields may acquire credits for teaching at elementary and high schools. Credits for teaching activities may be rewarded only once per the entire study.

Course "Dissertation hypothesis" includes maximum 10 pages supplemented by graphic material representing existing research of the student leading towards dissertation elaboration. Doctoral candidate will list all the existing publications connected to the dissertation topic. It is recommended to complete this course before registering for the doctoral state exam (it is an equivalent to the former dissertation abstract).

Minimum amount of credits in this category is 45. Completion of a course is entered into IS STAG by the course guarantor.

- **„Optional courses“(C)** These courses include activities which doctoral candidates tend to do during their studies. This includes especially "Seminar at UP worksites", "Popularization activities", participation in Dean's award, supervising and opposing Bachelor or Master theses. Credits for these activities are rewarded after each course as one-offs. Courses do not have to be registered prior to their beginning, their completion is entered into IS STAG by the course guarantor.

IV. Defining conditions for continuing of studies

1. Student is obligated to:

- acquire 60 credits for completing „Obligatory courses 1 - general“(A),
- acquire 60 credits for completing „Elective courses 1 – specific for study field“(B), in some cases together with „Obligatory courses 2 – specific for study field“(A),
- acquire minimum 60 credits for completing „Elective courses 2 – publication activities“(B),
- acquire minimum 45 credits for completing „Elective courses 3 – R&D and teaching activities“(B),
- acquire recommended number of credits for „Optional courses“(C).
- The sum of credits acquired from categories A and B must come to minimum of 225.
- Credits beyond the minimum amount in each category may be obtained in category C. According to his/her own choice or after having discussed it with the supervisor, students may register other courses from categories A and B and acquire the total required number of credits.
- In total the doctoral candidate must obtain number of credits equal to the product of the standard length of study in academic years and number 60, i.e. 240 credits.

2. Requirements for further studies:

- to acquire minimum 40 credits in the first academic year of study
- to acquire sum of minimum 80 credits in the first two academic years of study

- to acquire minimum 140 credits in the first three years of study
- In order to register for the final state exam students must complete all „Obligatory courses 1 - general“, „Obligatory courses 2 – specific for study field“, and „Elective courses 1 – specific for study field“, and acquire minimum of 180 credits.
- In order to apply for the dissertation defense students must meet all the requirements stated in Study and Examination Code UP, Dean’s Directive to the Study and Examination Code, and valid accreditation for the study field, acquire minimum of 240 credits in compliance with his/her individual study plan, and also acquire credit limits for both course categories A and B.
- Successful completion of the „Elective courses 2 – publication activities“ is course to consideration by the Vice-Dean for Science and Research while assessing the application for dissertation defense.

V. Withdrawing from courses

Students may withdraw from already registered courses and change them for different ones only upon approval of the Vice-Dean for Study, Education and Social Matters based on a written application confirmed by the supervisor. This change must be in compliance with the approved study plan.

VI. Evaluation

1. Student may obtain credits for an exam only in the case the evaluation of courses in categories A and B says “passed”.
2. Course is finished on a date previously agreed upon with evaluator.
3. In the case the evaluation says “failed”, student has a right to ask the course guarantor for re-evaluation of his/her case. If the guarantor and the evaluator are the same person, the re-evaluation is executed by the Dean of the faculty based on student’s application.

VII. Studies at a different university

1. Based on supervisor’s proposal, the Vice-Dean for Study, Education and Social Matters with confirmation of the relevant Study Field Commission Chairman student may complete one or more courses at a different university.
2. Student is obligated to document courses or parts of study at a different university. In order to assess recognition of study duties, it is necessary to document statements of relevant course guarantors.
3. Recognized exams taken at other universities are evaluated verbally by “passed” and rewarded by recognized number of credits.

VIII. Final provisions

This provision applies to students enrolling to doctoral studies starting academic year 2014/2015 and enters into force on 1. 9. 2014.

In Olomouc, on 20. 8. 2014

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Dean of the Faculty of Science