



Faculty
of Science

**DEAN'S PROVISION
FACULTY OF SCIENCE UP**

PrF-B-18/04-UZ02

**Provision of the Dean of the Faculty
of Science, Palacký University
Olomouc regulating structure of
doctoral study programs in credit
system within Institutional
Accreditation of the Faculty**

As amended by 6. 1. 2020

Content: Provision of the Dean of the Faculty of Science, Palacký University Olomouc regulating structure of doctoral study programs in credit system within Institutional Accreditation of the Faculty

Drafted by: Dean of the Faculty of Science

Force: as of 6. 1. 2020

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

Preamble

In connection with granting of the Institutional Accreditation to Palacký University, the Dean of the Faculty of Science (hereinafter referred to as the "Faculty") establishes based on internal regulation No. A-10/2011-ÚZ03 Study and Examination Regulations of Palacký University Olomouc, and internal provision of UP no. R-B-17/07 Standards for Institutional Accreditation and Standards of Study Programs at Palacký University Olomouc, specific rules for creation of study plans and specifies the rules for study in doctoral study programs at the Faculty.

Article 1

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.

Article 2

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

1. Preparation of accreditation of doctoral degree programs and their implementation is regulated by internal norm of UP No. R-B-17/07 Standards for Institutional Accreditation and Standards of Study Programs at Palacký University Olomouc.
2. In accordance with Study and Examination Code of UP, Article 38, paragraph 2, and the Dean's Direction A-14/5 / SD, Article IX, paragraph 6, the scope of the obligations for each student is set in his individual study plan, which is appointed by his supervisor at the beginning of his studies. Changing an individual study plan is possible only with the approval of the subject committee of the study program.
3. Final doctoral examination or defense of the dissertation is not subject to evaluation with credits.

Article 3

Rules for creating individual study plans

A sample study plan of a four-year study program with the amount of credits is presented in Attachment 1. Study duties are divided into compulsory (A), compulsory elective (B) and elective subjects (C). Credits for subjects in blocks of compulsory elective subjects 1 to 3 can only be obtained once during study.

- a) "Compulsory subjects" (A) are those which the student of doctoral study program must complete in accordance with the conditions of accreditation of doctoral studies at the Faculty of Science. The minimum number of credits in this category is 140. A substantial part of the credits consist of systematic creative research activity aimed at writing dissertation thesis (subjects of Dissertation 1-6). Part of the block is also a scientific internship abroad lasting at least 30 days, two presentations at a professional seminar at the Faculty of Science and one presentation at a professional conference. Completed subjects are recorded in IS STAG by the guarantor of the subject; in the case of Dissertation 1-6, the supervisor is the guarantor of the subject.

- b) "Compulsory Elective subjects 1 - Language education" (B). This block of subjects includes an exam in English which is guaranteed and recorded into IS STAG by Department of Foreign Languages of the Faculty of Science (KCJ). Completion of this course will be automatically recognized by students who have the nationality of a country where English is an official language and who provide proof of this fact by a certified document (e.g. a copy of GCSE certificate or its equivalent). Language training is also possible to complete by a second foreign scientific internship lasting at least 60 days in a country where the student clearly must communicate in English and presents a document confirming that the internship was completed exclusively in English or presenting oral lectures in English at an international conference and presentation at a specialized seminar of the Faculty of Science, with a representative of KCJ present. The fulfillment of foreign scientific research internship and the lectures at international conference in this block are entered into IS STAG by guarantor of the subject, who is the chairman of the Study field committee. The minimum number of credits is 15. If the student has subject "Lecture in AJ at an international conference", it is possible to record in IS STAG the "Presentation at a conference" from the compulsory subject category. If the student passes the subject "Professional seminar in AJ", it is possible to record in IS STAG also the "Expert Seminar 2" from the block of compulsory subjects.
- c) "Compulsory Elective Subjects 2 - related to study field" (B). These subjects are guaranteed by the training center, which also records their fulfillment in IS STAG. The student enrolls at least 4 subjects from this category. Part of the block is educational activity (teaching or participation in teaching of a specialized subject at PrF), while for students in the field of Teacher Education, credits are also evaluated at primary and secondary schools. After an agreement with the supervisor, the student can take a special course from Master degree programs at UP (Professional subject 1), which he/she has not completed during his previous studies - completion of this object is entered in IS STAG by the supervisor with a written confirmation signed by the course guarantor. The minimum number of credits is 20.
- d) "Compulsory Elective Subjects 3 - Publication activity" (B). The obligatory publishing activity will be fulfilled by two reviewed publications related to the dissertation topic. The first is in a journal with a non-zero IF¹, where the student must be the lead author². The second publication is an article in a reviewed journal where the student is the lead author, or the article is in a journal with a non-zero IF where the student is the lead author or co-author. The fulfillment of both subjects will be entered in IS STAG by guarantor of the subject, who is the chairman of the subject committee. The minimum number of credits is 40.
- e) "Compulsory Elective Subjects 4" (B). In this category, the student according to the requirements of the doctoral committee chooses "Theses for dissertation" presenting current student activities aimed at processing dissertation or "Research on dissertation",

¹ The lead authorship of a publication in a journal with a non-zero IF can be replaced in the study program Computer Science by the lead authorship of publication in proceedings of CORE A *, A, B conferences. In Applied Physics it is possible to replace the requirement for the main authorship of a publication in a journal with non-zero IF by successful completion of the qualification work within CERN-ATLAS international collaboration, together with co-authorship of a public or non-public publication with a significant copyright share in the framework of collaboration (both of which are documented by a signature of collaborating authority). At the same time, in this case, the student is required to submit a dissertation in the form of a coherent text, not in the form of an annotated set of publications.

² The exact definition of the lead author shall be determined by the study field committee according to given practice. Typically, if the authors are not sorted alphabetically, they are the lead or corresponding author or author who declares the main part of the work in the article. In the fields where the authors are listed in alphabetical order, the main contribution of the student is declared by the corresponding author.

where summarizes the scientific literature on the topic of the dissertation. Completion of the subjects in this block can be replaced by a second publication in a non-zero IF journal where the student is the lead author. The fulfillment of these subjects is recorded in IS STAG guarantor of the subject, who is the chairman of the subject committee.

- f) "Optional subjects" (C). These subjects include other credit-rating activities by Ph.D. students. These include popularizing activities at UP (participation in the Fair of Science and Research, Children's University, participation in dean's Award", etc.), co-authorship of other peer-reviewed publications beyond the mandatory publication activities, educational activities (participation in the teaching of the subject at PrF, supervising and opponency of Bachelor theses) or fulfillment of other professional subjects beyond the obligatory elective subjects 2, etc. Credits are awarded on a one-off basis for the fulfillment of these subjects. Completed courses in this category are entered in IS STAG by the supervisor as the guarantor of the subject.

Article 4

Increase in requirements of study plans

1. The requirements referred to in Article 3 are set as the minimum requirements of the study plans of all doctoral study programs at the Faculty of Science.
2. Certain requirements may be increased by the following procedure for the accreditation of a given study program:
 - a. In the accreditation proposal, some of the Compulsory Electives 1 and / or 2 (B) will be specified as Compulsory Subjects (A), with credit limits set out in Articles III and IV (1) being adjusted accordingly.
 - b. The design of accreditation may set higher values for the minimum number of publications to recognize publication activity.

Article 5

Defining conditions for continuing and completion of studies

1. During the four-year doctoral program, the student is required to obtain:
 - a. 140 credits for passing "Compulsory subjects" (A),
 - b. minimum of 15 credits for passing "Compulsory Elective subjects 1 - Language Training" (B),
 - c. A minimum of 20 credits for passing "Compulsory Elective Subjects 2 - related to field of study" (B),
 - d. A minimum of 40 credits for passing "Compulsory Elective Subjects 3 - Publication activity" (B), and
 - e. minimum 10 credits for passing "Compulsory Elective Subjects 4" (B).
 - f. The sum of credits obtained in categories A and B must equal to at least 225.
 - g. Credits beyond the minimum required number of credits in categories A and B may be obtained for subjects in category C or additional subjects in category B.
 - h. In total, a student of a doctoral study program is obliged to obtain a number of credits which corresponds to the product of a standard time of study in academic years and the number 60.

2. The conditions for continuing further study are as follows:

- a. In accordance with the Study and Examination Code of UP (SEC UP), the student must obtain a minimum of 40 credits in each academic year or a number of credits so that his sum of credits earned in the previous year is at least 80 credits; this does not apply to the last academic year of standard study period.
- b. The Study field Committee evaluates the course of doctoral studies at least once a year, checks the publication outputs, internships and presentations at conferences, and in case of non-fulfillment of the conditions for continuing the further study, proposes termination of study.
- c. In order to be able to pass state doctoral examination the student has to complete all compulsory subjects (A) and at the same time to obtain the minimum credit limits for each block "Compulsory Elective Subjects 1 - Language Training" (B), "Compulsory Elective Subjects 2 - related to field of study"), "Compulsory Elective Subjects 4" (B).
- d. In order to apply for the dissertation defense, the student must fulfill all the conditions stipulated by the SEC UP, the Dean's Directive to SEC and a valid accreditation for the given doctoral study program, to obtain a minimum of 240 credits in a four-year study program or 180 credits in a three-year study program, in accordance with his/her study plan and at the same time to obtain minimum credit limits for individual blocks of subjects A and B.
- e. Category "Compulsory Elective Courses 3 - Publication activity", in relation to applying for dissertation defense is assessed by the Vice-Dean for Doctoral Studies.

Article 6

Withdrawing from courses

Article has been revoked.

Article 7

Evaluation

Requisites of study results evaluation is regulated by the Study and Examination Code of UP.

Article 8

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.

Article 9

Language of study

1. Doctoral study programs at the Faculty of Science are carried out in Czech or English language.
2. The Czech form of study is primarily intended for students with citizenship of the Czech Republic and Slovakia. Students from other countries may study in Czech if they demonstrate the knowledge of the Czech language, namely:
 - a. in the admission procedure valid CCE-A2 Certified Exam in Czech for foreigners, or
 - b. during the first year of study, they receive this certificate or pass a test of the Czech language for foreigners at CCE-A2 level organized by UPOL Language Center (CJV) or another University facility.
3. Students in Czech and full-time form of study are entitled to a doctoral scholarship according to Article 12 of the Scholarship Code of the Faculty of Science and Dean's Decree A-15/7 / SD. If the student, on the recommendation of the supervisor and the training center, advances to the second year, the training center must provide him with a second income at a minimum of CZK 18,000 per month (net income).
4. Students in English form may apply for Fischer Scholarship under Article VI of Dean's Decree A-15/7 / SD. The recipient of the Fischer scholarship is not subject to the condition of securing further income under Article 9, paragraph 3 of this provision.
5. Students who have obtained a Master's degree (or equivalent) at a foreign university may not attend a foreign internship at this school.

Article 10

Final provisions

1. Model study plan in doctoral study program is presented in Attachment no.1 of this provision.
2. This provision applies to students enrolling in doctoral degree programs accredited within the Institutional Accreditation of Palacký University Olomouc.
3. The study in doctoral study programs, accreditation of which is valid at the effective date of this provision, shall continue to be governed by Dean's provision A-14/10 / OD.
4. This provision became effective on 3. 7. 2018, first full version to Dean's provision PrF-B-18/04-UZ01 became effective on 6.9.2018, second full version of Dean's provision PrF-B-18/04-UZ02 becomes effective on 6.1.2020.

In Olomouc on 6.1.2020

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