

Documents to initiate the procedure to grant associate professorship:

1. A structured curriculum vitae of the applicant, focusing in particular on scientific, professional and teaching activities (signed by the applicant, with an issuing date).
2. Proof of higher education (1x certified copy, 2x plain copy; if the documents were issued by Palacký University (UP), plain copies are sufficient).
3. Documents on obtaining scientific-pedagogical degrees and scientific ranks or equivalents (1x certified copy, 2x plain copies; if the documents were issued by UP, plain copies are sufficient).
4. Documents certifying the time, duration and place of teaching activity for at least the last 3 years, evaluation of teaching activity and competence from the workplaces, contribution to the scientific education of students, supervision of qualification theses, authorship and co-authorship of teaching texts and other study aids, contribution to the education of DSP students.
5. A complete numbered list of scientific and professional papers and lectures, with the IF for journals where it exists (signed by the applicant, with an issuing date).
6. Scientific results/citations – containing the following data: applicant's name, number of impacted publications, number of peer-reviewed publications, number of monographs (book chapters), total number of citations without self-citations, average number of citations per article, H-index. Below this listing will be a screenshot from WOS with this data (Citation report). Furthermore, the applicant shall provide a list (not a screenshot) of citations/reviews for 10 publications selected by the applicant.
7. Confirmation by all co-authors of the applicant's authorship shares for all publications that are part of the applicant's associate professorship thesis (if the thesis consists of an annotated set of scientific papers).
8. Overview of successfully defended research projects, discoveries, registered patents and significant inventions (signed by the applicant, with an issuing date).
9. Overview of completed teaching, scientific or other professional domestic and foreign internships, and other foreign experiences (signed by the applicant, with an issuing date).
10. Opponent and review activity of the applicant, list of memberships, functions and activities in committees, councils, scientific and professional societies or other bodies related to applicant's field (signed by the applicant, with an issuing date).
11. Other scientific or teaching activities, e.g. awards, organisation of conferences, congresses, workshops, symposia, if the applicant wants to list them (signed by the applicant, with an issuing date).
12. Criteria table (signed by the applicant, with an issuing date).
13. Three most important citations and three most important publications (signed by the applicant, with an issuing date).
14. Associate professorship thesis (4x) in printed and electronic form.
15. A proposal of three associate professorship lecture topics related to the chosen field, unless already stated in the application for initiation of the procedure.
16. Shortened CV for max. 4 Word pages.

Materials stated in points 1-16 must also be submitted in electronic form without date and signature.