

As of the date of signing the registration, pursuant to Section 36, paragraph 2, Act No. 111/1998 Coll., on Higher Educational Institutions and on Amendments and Supplements to other Acts (Act on Higher Educational Institutions), the Ministry of Education, Youth and Sports registered the Code of Elections of the Academic Senate of the Czech University of Life Sciences Prague under no. MSMT-23127/2025-2.

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**STUDY AND EXAMINATION RULES FOR STUDY IN
DOCTORAL STUDY PROGRAMMES OF THE
CZECH UNIVERSITY OF LIFE SCIENCES PRAGUE
[ČESKÁ ZEMĚDĚLSKÁ UNIVERZITA V PRAZE]**

Validity of these Regulations as of the date of registration by the Ministry of Education, Youth and Sports	23 September 2025
Effect of these Regulations	01 October 2025

Study and Examination Rules for Study in Doctoral Study Programmes of the Czech University of Life Sciences Prague

Article 1 Introductory Provisions

(1) The Study and Examination Rules for Doctoral Study Programmes of the Czech University of Life Sciences Prague (hereinafter “Study and Examination Rules”) constitute internal regulations of the Czech University of Life Sciences Prague (hereinafter “CZU”) pursuant to Section 17, paragraph 1, letter g) of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendment and Supplements to other Acts (Act on Higher Education Institutions), as amended, (hereinafter the “Act”), and they determine the conditions for study at CZU in Doctoral Study Programmes (hereinafter “DSP”).

(2) These Study and Examination Rules are binding for all DSP students in all forms of study, and for academic staff and other persons taking part in scientific education of DSP students carried out at individual CZU faculties (hereinafter the “faculties”) within accredited DSPs.

Article 2 Doctoral Study Programme, Forms and Study Period

(1) The DSP is focused on scientific research and independent creative activities in the field of research or development.

(2) The ability to carry out independent scientific work is demonstrated via the preparation and public defence of a dissertation, publications and other formal presentations of own scientific and research activities, including taking the State Doctoral Examination (hereinafter the “SDE”) of DSP students whose DSP studies commenced before 01 March 2025.

(3) The ability to carry out independent scientific work is demonstrated via the preparation and public defence of a dissertation, publications and other formal presentations of own scientific and research activities. The state final examination, including taking the State Doctoral Examination (hereinafter the “SFE”) consists in the defence of a dissertation for those DSP students whose DSP studies commenced after 01 March 2025.

(4) The Rector or his or her designated Vice-Rector are responsible for the organization, administration and checking of studies in the DSP on the level of CZU, and the Dean or his or her designated Vice-Dean at faculties. Faculties keep records of studies in the DSP, as well as student ID cards in cooperation with the CZU Library.

(5) Upon a request of a DSP student or DSP former student, CZU will issue a study record book according to Section 57, paragraph 1 letter b) and Section 57, paragraph 3 of the Act, in a form of an extract from the study records. The study record book may be issued to a DSP student by the science and research department of the relevant faculty, even on its own initiative.

(6) Studies in the DSP are organized as full-time and combined studies. The main focus of the full-time form of study in the DSP is organized preparation for the scientific work of the DSP student carried out at a training institute. The combined form of study in the DSP is a combination of full-time and distance forms during the course of the educational process. The standard period of study in the full-time and combined form of studies follows the approved standard length of study in the accreditation of the study programme concerned. The Maximum duration of study is one year longer than the standard duration of study and allows for the defence of a dissertation after the standard duration of study has expired. The Dean decides on the continuation of study after the expiration of the standard period of study, on the basis of a DSP student’s application, approved by the supervisor and the head of the training institute. The above application must be delivered to the Dean no later than one month before the expiry of the standard period of study.

(7) The academic year starts on 01 September and ends on 31 August of the following year. The organisation of the academic year in DSP studies is set out in the given faculty’s internal regulations.

(8) A list of accredited DSPs that CZU provides, including the form of teaching and the standard period of study, are published on the public part of the CZU website.

Article 3 Doctoral Programme Board

- (1) A Doctoral Programme Board is established for an accredited DSP to monitor and evaluate studies and to guarantee its level. The Doctoral Programme Board is accountable to the dean of the faculty for its activities.
- (2) The Doctoral Programme Board has at least seven members, at least two of whom are not CZU employees.
- (3) The term of office of the Doctoral Programme Board coincides with the period of accreditation of the DSP. Members of the Doctoral Programme Board may hold this office repeatedly.
- (4) Members of the Doctoral Programme Board are appointed and dismissed by the Dean upon approval by the scientific board of the faculty. Members of the Doctoral Programme Board may be professors, associate professors and experts with the scientific rank or academic title of “doctor” approved by the scientific board of the faculty. The Chairman of the Doctoral Programme Board generally proposes changes in the structure of the Doctoral Programme Board to the Dean of the faculty.
- (5) The Doctoral Programme Board is headed by the Chairman. The Chairman is the guarantor of the relevant doctoral study programme.
- (6) The Doctoral Programme Board primarily carries out the following activities:
 - a) Checks and assesses the ongoing study in the DSP; and at least once per year it submits the results to the Dean of the faculty where the DSP is taking place;
 - b) Ensures the updating and the development of the DSP and initiates proposals for its modifications;
 - c) Guarantees the content orientation and scientific profile of the programme, determines, optional subjects, foreign practical training and other study obligations of DSP students, approves newly established individual study plans (hereinafter the “ISP”) and determines SFE examination in the case of studies under Article 2, paragraph 2;
 - d) On a regular basis, at least once a year, discusses the evaluation of fulfilment of the ISPs by DSP students and the fulfilment of other obligations, if any, arising from the faculty’s internal regulations;
 - e) Based on the evaluation under letter d), proposes the withdrawal or reduction of the doctoral scholarship of the given DSP student fails to fulfil study obligations arising from his or her ISP and other obligations arising from the faculty’s internal regulations; more detailed conditions are laid down in the Scholarship Rules of the Czech University of Life Sciences Prague;
 - f) Discusses suggestions relating to DSP studies at the proposal of the supervisor, DSP student or at the instigation of members of the Doctoral Programme Board (extraordinary evaluation);
 - g) Proposes and discusses the composition of entrance examination committees, the composition of SDE committees in the case of studies pursuant to Article 2, paragraph 2, and committees for the defence of dissertations;
 - h) On a regular basis, at least once a year before the start of admission proceedings, discusses the general topics or thematic areas for the dissertations and supervisors for these topics.
- (7) Doctoral Programme Board meetings are convened by its Chairman as necessary, but at least once per year. Minutes are taken of these meetings, which are published.
- (8) The Doctoral Programme Board has a quorum if more than the absolute majority of all of its members are present. Valid resolutions of the Doctoral Programme Board require the consent of two-thirds of present members, as well as during voting procedures per rollam.
- (9) Doctoral Programme Board meetings are governed by the Rules of Procedure of CZU Doctoral Programme Boards, which is issued via an internal regulation of CZU.

Article 4

Supervisor

- (1) Supervisors guide students during their entire studies in the DSP. Supervisors are nominated by the Doctoral Programme Boards from amongst actively publishing experts holding at least the degree of CSc. or Ph.D. or their equivalents, especially professors, associate professors or other experts with the academic title Doctor of Sciences (abbreviated as “DrSc.” and “DSc”). Supervisors are nominated or recalled by the Dean, with the approval of the relevant scientific board. A list of supervisors, including locations where supervisors are available, is published on the public section of the university web.

- (2) An employee of another legal entity that is involved in educational, scientific and research, development, innovation or other creative activities who meets the requirements specified in paragraph 1 may also be appointed a supervisor.
- (3) Supervisors guide DSP students in their studies, and their activities primarily include the following:
- work with DSP students in compiling their individual study plans;
 - provide consultations to DSP students when they are preparing their theses, in particular with regard to methodological issues;
 - in cooperation with the head of the training institute, supervisors ensure the involvement of DSP students in scientific and teaching activities, as well as their participation in scientific seminars and conferences;
 - check the fulfilment of the individual study plans of DSP students, and each year they submit to the Dean of the relevant faculty proposals for measures for pursuing the fulfilment of study objectives.
- (4) Supervisors take part in the SDE in the case of study under Article 2, paragraph 2, and dissertation defence, but without the right to vote.
- (5) If the topic of a dissertation requires specific guidance or professional consultations that the supervisor cannot do, a consultant will be appointed who will ensure with the supervisor the agreed part of the studies of the DSP student. A consultant is usually a leading expert with scientific rank or academic title of “doctor”, and they are nominated by the supervisor. Upon approval by the Doctoral Programme Board, the consultant is appointed by the Dean.
- (6) Upon discussion with the Doctoral Programme Board, the Dean may change the supervisor during the course of studies.

Article 5

Rights and Obligations of Students of the Doctoral Study Programme

- (1) DSP students are members of the academic community of the faculty, and have the rights and obligations arising from Sections 61 to 63 of the Act, the internal regulations of CZU and the faculty for the relevant form of study. The basis of study obligations is the fulfilment of the individual study plan under the guidance of a supervisor and other eventual obligations, in accordance with the provisions given by the Dean
- (2) Through their behaviour and conduct, DSP students are required to contribute to the positive and creative environment of the university life and to represent the high level of the academic environment within CZU and in public alike.
- (3) DSP students are obliged to conduct themselves honestly and fairly during their studies and to observe internal regulations of CZU and faculties at which they are enrolled.
- (4) DSP students may interrupt their studies according to the rules defined in Article 8, paragraph 7, letters c) and d).
- (5) A student card is document attesting to the studies of a DSP student. A student card may be issued in physical or electronic form.
- (6) DSP students shall be obliged to inform the faculty at which they are enrolled for DSP studies of their delivery address, or the address of their data box, in writing and through the science and research department of the faculty, or the CZU electronic information system, specifically within five business days of each change.
- (7) DSP students in full-time study who receive a doctoral study income are obliged to inform the science and research department of the relevant faculty of any changes in the contract of employment in relation to the amount of their doctoral study income, specifically within five business days of the day of the change.
- (8) DSP students are obliged to treat the property and equipment entrusted to them with proper care and consideration.
- (9) DSP students must immediately compensate for damage caused by them to property and facilities.
- (10) Within a determined period, DSP students must pay the fees related to their studies under Section 58 of the Act, in the amount fixed under Article 25 of the Statute of the Czech University of Life Sciences Prague.
- (11) By the specified deadline, DSP students are obliged to return all aids and items borrowed by them, or to compensate for their loss.
- (12) DSP students are required to ensure that they have a current photograph uploaded to the CZU electronic

information system for the purpose of their clear identification.

(13) DSP students are required to check regularly the e-mail inbox they have set up at CZU, and the information disclosed or sent via the CZU electronic information system.

Article 6

Admission to Study

(1) Admission for study in the DSP is governed by Sections 48 to 50 of the Act and Article 22 of the Statute of the Czech University of Life Sciences Prague. Admission proceedings in the DSP are carried out on the dates announced on the public part of the CZU website, usually once per year.

(2) The deadline for submitting applications for study, admission requirements, the date and method of verifying of their fulfilment, as well as the maximum number of admitted students will be published by the faculty on the public part of the faculty's website at least four months before the final deadline for submitting applications for study.

(3) Admission proceedings take place via entrance examinations in accordance with conditions set out in the faculty's internal regulations. Entrance examinations consist of a professional discourse, which should allow for the evaluation of the applicant's capability of independent scientific and research activities, and knowledge of the relevant field on the basis of documents on the creative activities of the applicant, in particular master's theses and publications. During his or her entrance examination, the applicant will demonstrate corresponding knowledge of at least one world language.

(4) Applicants will be informed of the dates of entrance examinations at least 14 days in advance.

(5) Entrance examinations are held before an admission committee; the Chairman and members of the committee are appointed by the Dean upon nomination by the Doctoral Programme Board from amongst associate professors, professors and other experts from the faculty with the scientific rank or academic title of "doctor".

(6) The Dean will decide on whether or not to accept an applicant for study on the basis of the results of the entrance examination, on the basis of the head of the training institute, and upon verification of the fulfilment of the conditions for admission.

(7) Study applicants must be informed about the results within 15 days after the entrance examinations are taken. A report on the course of the admission proceedings will be published on the public part of the faculty's website within 15 days after the admission proceedings are completed.

Article 7

Enrolment in Studies

(1) Upon notification of a decision on admission to study, the applicant is entitled to enrol in a specific accredited study programme within DSP studies. The dates, form and organisation of enrolment shall be determined by the Dean.

(2) The applicant becomes a student on the day of enrolment. If the applicant enrolls before the deadline for lodging an appeal against the decision on admission to study, the applicant is considered to have waived the right to appeal by enrolling. If an applicant enrolls in a study programme after lodging an appeal during the appeal proceedings, the appeal proceedings shall be discontinued upon enrolment; no resolution on the discontinuation of the proceedings is issued. Enrolment in a study programme is understood as the conformation of the enrolment form by the signature of the DSP student.

(3) An applicant who cannot arrive for enrolment in studies for serious reasons may request an alternative date at the latest within five business days after the set date for enrolment in studies; the Dean will decide on whether or not the reasons are permissible.

(4) An applicant who does not arrive for enrolment in studies on the set date and does not request an alternative date pursuant to paragraph 2 loses the right to enrol in studies.

(5) A person whose studies in the DSP were interrupted will again become a DSP student on the date of repeated enrolment in studies.

(6) The CZU issues a document confirming completed examinations or a certificate of study upon an application of the natural person concerned; the application is generally lodged through the CZU electronic information system. If the applicant has requested in the application for the issuance of the above document or confirmation, the document confirming completed examinations or a certificate of study is delivered through the CZU electronic information system, and such document or certificate shall bear a qualified electronic seal of CZU.

(7) A DSP student enrolled in full-time study under Article 2, paragraph 2 may submit an application for the award of a doctoral study income in accordance with the law.

Article 8

Individual Study Plan and Amendments Thereto

(1) Studies in the DSP take place according to the individual study plan under the guidance of a supervisor, or with participation by a consultant.

(2) DSP students compile their individual study plans in cooperation with the supervisor in accordance with the general structure of study of the accredited DSP within 30 days from the beginning of studies.

(3) The main content of the study in the DSP is systematic creative scientific work on the topic of the dissertation. As part of the study plan, the student takes part in the following in a prescribed scope:

- a) attends courses which enhance and deepen his or her knowledge of the broader scientific context over and above studies in the master's study programme (hereinafter the "compulsory courses");
- b) attends courses which enhance his or her specialisation studied as part of the DSP programmes (hereinafter the "electives"),
- c) takes part in leading and preparations of the didactics of bachelor's or master's study programmes;
- d) presentation of the results of his or her work at least once a year at a scientific conference; fulfilment of this requirement shall be confirmed by the supervisor, who may also determine a specific form of presentation; this requirement may be tightened by the faculty's internal regulations;
- e) completing at least 4 weeks of foreign internship; upon approval by the Doctoral Programme Board, completing an internship may be replaced by active student's participation in an international research project with its results published or presented abroad;
- f) other activities that were approved by the relevant Doctoral Programme Board in accordance with the faculty's internal regulations.

(4) The methodology of the dissertation, elaborated by the student of the DSP and approved by the supervisor, must be presented at latest twelve months after the start of studies in DSP. The form, contents, methods and deadlines for submission of the methodology are governed by the faculty's internal regulations.

(5) The DSP studies include studies at other universities, scientific worksites and other institutions, even those that are abroad. Students normally take a professional examination at another CZU faculty, or at another university, also abroad, if in compliance with the valid accreditation.

(6) Full-time studies include teaching experience, which is meant to develop presentation skills. This experience generally takes place during four semesters with an average workload of four hours a week in one academic year; the overall involvement of a student in the full time form of studies may only exceed six hours a week provided that the student agrees therewith in writing. Exceptions from such teaching experience are permitted by the head of the training institute upon agreement with the supervisor.

(7) Changes in an individual study plan may be implemented as follows:

- a) Changes in study contents or time schedule - a proposed change in the individual study plan is permitted by the Dean upon the request of a DSP student supplemented with an opinion from the supervisor, in connection with the yearly specification of the individual study plan, or even beyond its date. Changes may only be made twice during the entire study period, in justified cases an additional change can be authorised by the Dean;
- b) A change to the individual study plan which a DSP student is entitled if the student submits to the faculty a confirmation that he or she is a representative of the Czech Republic in a sports discipline, issued by the sports organization representing such a sports discipline in the Czech Republic; such a DSP student will be entitled to such changes in the individual study plan in relation to this fact. This will allow the student to take part in representing the Czech Republic, and the student will have time for the necessary preparation;
- c) The Dean permits interruption of studies on the basis of the student's request approved by the supervisor and training institute; studies can only be interrupted twice, and the total period of interruption cannot exceed two years; if the reasons for interruption of study cease to exist, at the request of the student, the Dean may cancel the interruption before the expiration of the period of interruption; in addition, the DSP student is obliged to re-enrol within five business days after the end of their study interruption. If they fail to do so within the specified period without a valid excuse, their studies will be terminated in accordance with Section 56, paragraph 1, letter b) of the Act; the Dean

shall decide whether the reasons provided are valid;

- DSP students are always entitled to interrupt studies in relation to pregnancy, childbirth, maternity leave or taking a child into parental care that replaces family care on the basis of the decision of the relevant authority pursuant to the Civil Code or legal regulations regulating state social support pursuant to Section 54, paragraph 2 of the Act, for the recognized period of parenthood, not exceeding three years of age of the child. The period of study interruption for the recognized period of parenthood does not count toward to the total period of study interruption;
- In accordance with Section 54, paragraph 1 of the Act, in relation to care for a child, a DSP student is entitled to extend the period for the fulfilment of study obligations, and for fulfilling the conditions for enrolling in the next semester or year by the period for which the student's maternity leave would last, under the condition that student does not interrupt studies during this period;
- Interruption of studies is recorded in the CZU electronic information system; during the period of interruption of studies, the person concerned is not a CZU student;
- The Dean's decision on interruption of studies must be prepared in writing pursuant to Section 68 of the Act; the DSP student may lodge an appeal against the Dean's decision under Section 68 paragraph 4 of the Act;
- if the accreditation of the study programme in which the DSP student was enrolled expires, the DSP student will be transferred to a similar study programme after the interruption of studies ends, pursuant to Section 80, paragraph 5 and Section 81b, paragraphs 3 and 4 of the Act;
- The Dean may permit a change in the form of study on the basis of a request with the agreement of the supervisor and head of the training institute; the request must include a proposal to modify the individual study plan. A change in the form of study does not affect the study period.

(8) Transfer to study in another DSP may be permitted under Section 54b of the Act and provided that the conditions delineated in Article 15 of these Study and Examination Rules are met.

(9) With the consent of their supervisor and the Doctoral Programme Board, students may fulfil part of their studies in the DSP abroad. The conditions for studies, method of recognizing part of the studies, including examinations and dissertation defence, are regulated by a contract concluded between CZU and the foreign institution.

Article 9

Examinations and Enrolment in a Subsequent Year of Studies

(1) During studies in the DSP, DSP students must pass the following examinations:

- a) examinations in compulsory subjects;
- b) examinations in electives;
- c) SDE pursuant to Article 10 in the case of studies under Article 2, paragraph 2.

(2) Examinations are taken with individual subject guarantors, or with examinationiners, who have been authorised by the Doctoral Programme Board. Examinations may be taken also in a form of a colloquium, i.e. a group oral examination. The examination results recorded in the CZU electronic information system, classified into grades "passed" or "failed". Examinations and the SDE, in the case of study under Article 2, paragraph 2, can be repeated twice at most.

(3) A DSP student may enrol into a subsequent year of studies in the DSP after having fulfilled all of the conditions set by the individual study plan, and after fulfilling other requirements of the relevant Doctoral Programme Board, or the faculty's internal regulations. A record is entered in the CZU electronic information system.

(4) The supervisor discusses with the students, at least once per semester, the fulfilment of their individual study plan. At least once a year, generally at the end of an academic year, the supervisor prepares an annual evaluation of the student in a DSP, which will be submitted to the Dean, after having been discussed at the supervisor's office, and at the relevant Doctoral Programme Board. Details concerning the length, form and language requirements of the yearly evaluation can be specified by the Dean. The supervisor's evaluation of the DSP student includes a proposal concerning subsequent studies in DSP:

- a) continuation;

- b) continuation with a note of reprimand, in which case the reprimand must be substantiated, corrections proposed, methods and dates proposed for checking if, and how, the corrections were implemented;
- c) termination.

Article 10

State Doctoral Examination in the case of Studies under Article 2, Paragraph 2

- (1) DSP students may take the SDE after passing the prescribed examinations and fulfilling all other study obligations set out by their individual study plans. The SDE takes place prior to the defence of the dissertation, but it may also take place on the same day as the defence of the dissertation.
- (2) The SDE is a comprehensive assessment of the extent and quality of knowledge of a studied field, the capacity to acquire new knowledge, evaluate, and creatively use it in relation to the DSP and dissertation topic. The SDE consists of subjects ensuing from the theme of the dissertation and has two subject areas: general, which include DSP scientific disciplines, and specialised, which are related to the topic of the dissertation. The SDE also includes an expert discourse on the issues of the dissertation, or, as the case may be, a defence of the theses of the dissertation. The obligation to present the theses of the dissertation for defence in the SDE, the scope, contents, form, and language requirements of the theses are prescribed in accordance with the provisions of the Dean, based on the recommendation of the relevant Doctoral Programme Board of the relevant DSP.
- (3) The Dean appoints the Chairman and members of the examination committee for SDE upon the nomination of the Doctoral Programme Board. Members of the examination committee are professors, associate professors or important experts from the relevant scientific field approved by the relevant scientific board. The Ministry of Education, Youth and Sports may appoint other members of the examination committee from amongst important experts from the relevant field. The examination committee has at least five members. At least one member of the committee must not be a CZU employee. Permanent committees for the SDE can be appointed for individual DSP.
- (4) DSP students submit requests to take a SDE on a prescribed form upon fulfilment of the conditions specified in paragraph 1. The supervisor and head of the training institute will make statements regarding the request.
- (5) The Dean determines the date of the SDE upon agreement with the Chairman of the examination committee of the SDE. The SDE must take place at the latest within four months after the DSP student submits his or her request pursuant to paragraph 4. The date of the SDE must be published at least 2 weeks beforehand on the public part of the faculty's website.
- (6) The SDE is held in front of a commission in oral form. The course of the SDE and announcement of the results are public. The evaluation course of the SDE is not public. The outcomes of the SDE graded with "passed" is conditional on the outcome of "passed" in all SDE subjects. If a student fails one or more subjects, or the expert discourse on the issue of the dissertation, the student must repeat the SDE in its entirety.
- (7) The examination committee will issue a record of the SDE on a unified form, and the record of the SDE will be entered in the CZU information system. If a student fails the SDE, the SDE can be repeated, however only after sixty calendar days following the failed SDE examination.
- (8) More details as to the organisation of the SFE shall be determined in the faculty's internal regulations.

Article 11

Defence of the Dissertation

- (1) In his or her dissertation, the student submits the results of his or her scientific work that he or she achieved during his or her studies. The dissertation must include original results of creative activities carried out by the student presenting the dissertation, which results were published in the manner customary for publishing results of research, development or other creative activities typical of the relevant field or results thus accepted for publication. The dissertation may include an artistic output or a functional prototype of technical equipment, a patent application for an invention, or technical documentation created during research, development, or innovation activities or another applied result of research, development or innovation. The dissertation must contain original results in at least one publication published or accepted for publication in a journal in the Web of Science database with an Impact Factor index (hereinafter "IF") of non-zero in the year it was published, or results in the RUV database. The DSP student must be the first author on at least one of these publications. These requirements are minimum requirements, and the faculty create stricter requirements through internal regulations for individual doctoral study programmes at the suggestion of the relevant Doctoral Programme Board.
- (2) The form and language of dissertations are set out in the faculty's internal regulations.

(3) DSP students will defend their dissertation before a committee for defence of the dissertation or the SFE commission, whose members and Chairman are appointed by the Dean upon the nomination of the Doctoral Programme Board. The dissertation defence is public. The committee has at least five members: Chairman, members of the Doctoral Programme Board, opponents and other experts, all with at least the scientific ranking or academic title of “doctor”. In the event of a greater number of members, the total number of committee members must be odd. The supervisor, or a consultant, will attend the defence but is not a member of the committee and does not have voting rights. At least two of the members may not be CZU employees, and one of them must be a member of the Doctoral Programme Board of the relevant DSP.

(4) Dissertations are evaluated by two external opponents, at least one must be an associate professor or professor or the holder of the scientific ranking of “doctor of science”, and all of them must at least have the scientific ranking or academic title of doctor. The dissertation defence committee has a quorum if at least two thirds of its members are present. The opponent must be present if his or her evaluation is negative. A successful dissertation defence requires the consent of the majority of all of the committee members. In the event of a tie, the Chairman of the dissertation defence committee has the decisive vote. The defence is public. The committee decides on the result of the defence in a non-public meeting via a secret vote and will grade it using the words “passed” or “failed”.

(5) DSP students may submit a request to the Dean to permit a dissertation defence upon the fulfilment of all of the obligations set out by the DSP, together with an SDE application in the case of studies under Article 2, paragraph 2, or if the student has already taken the examination and received the “passed” grade. Before submitting the request, an electronic version of the dissertation must be entered into the CZU electronic information system. The following requirements for permitting the defence can be found on the prescribed form:

- a) three printed copies of the dissertation that must be identical to the electronic version entered into the information system;
- b) a list of works published so far;
- c) professional CV;
- d) a record of the dissertation being discussed at the training institute with an opinion of the training institute.

If the application for permission to defend the dissertation is in electronic form, only three copies of the dissertation are submitted in a physical form.

(6) The Dean will determine the date of the dissertation defence upon agreement with the Chairman of the dissertation defence committee. The dissertation defence must take place at the latest within four months after the DSP student submits his or her request pursuant to paragraphs 4 and 5. The date of the dissertation defence must be published at least two weeks beforehand on the public part of the CZU website.

(7) The dissertation will be publicly accessible at least five business days before the date of the defence in a printed version at the department of science and research of the relevant faculty, or in an electronic version in the CZU information system.

(8) The committee for defence of the dissertation will keep a record on the course of the dissertation defence and adopted resolutions, which will be signed by the Chairman of the dissertation defence committee. A protocol will be made on the voting, which will be signed by all of the voters. The record and protocol will be submitted to the Dean.

(9) If the dissertation defence is unsuccessful, the DSP student may rewrite it and submit it for defence one more time, but at the earliest within six months and at the latest twelve months after the unsuccessful defence. The DSP student’s studies will be interrupted until the date determined for the repeated defence. This interruption will not count toward total time of the study interruption pursuant to Article 8, paragraph 7, letter c)

(10) On the basis of successful completion of studies in the DSP, the graduate will receive a university diploma and a supplement to the diploma. The university diploma and supplement to the diploma will generally be given to the graduate at the CZU graduation ceremony.

(11) The dissertation is made accessible to the public, including other particulars pursuant to Section 47b of the Act, via an electronic database of final theses, which is included in the public section of the CZU electronic information system. One copy is kept in the CZU Library.

Article 12

Proceedings on Declaring Invalidity of a State Doctoral Examination, Part Thereof, a Dissertation Defence or the State Final Examination

(1) If the circumstances specified in Section 47c, paragraphs 2 and 3 of the Act occur, proceedings will be initiated on declaring the invalidity of the SDE or part thereof, a dissertation defence or the state final examination.

(2) The proceedings will take place pursuant to Sections 47c to 47e of the Act, and the Rector only appoints a seven-member committee for a specific case. The Rector appoints the Vice-Rector for Science and Research as the Chairman of the review committee. The other 5 members of the review committee are appointed by the Rector from amongst professor, associate professors or other experts, and the Rector will appoint one member from amongst the DSP students of CZU.

(3) The review committee acts through the majority of votes of all of its members. If one of the members of the review committee requests so, voting on the opinion regarding declaring invalidity of taking the SDE or part thereof, or dissertation defence, shall be secret.

(4) The resolution of the review committee must be substantiated. Written substantiation is part of the record from the review committee meeting.

Article 13 **Termination of Studies**

(1) DSP studies in the case of studies under Article 2, paragraph 2 are duly terminated upon passing the SDE by defending the dissertation. DSP studies under Article 2, paragraph 3 are duly terminated by passing the SFE consisting in the defence of dissertation. A university diploma and a diploma supplement constitute proof the completion of studies and obtaining the relevant academic degree.

(2) Studies in the DSP are also terminated pursuant to Section 56, paragraph 1 of the Act:

- a) upon termination of studies by a personal request pursuant to Section 56, paragraph 1, letter a) of the Act, on the date of the delivery of a written declaration to the Dean;
- b) upon failing to attend subsequent enrolment in studies after a study interruption within five business days after the expiration of the period which the studies were interrupted under Section 56, paragraph 1, letter b) of the Act, on the date on which the decision came into legal force;
- c) on the recommendation of the study area board, or of the supervisor, in case that a student in DSP does not fulfil the requirements of the individual study plan and the obligations prescribed by the relevant Doctoral Programme Board, or other requirements of the Dean, in accordance with Section 56, paragraph 1, letter b) of the Act, on the date on which the decision came into legal force;
- d) transfer to another study programme under Section 54b;
- e) expiry of accreditation of the study programme;
- f) termination of the implementation of the study programme for reasons specified in Section 81b, paragraph 3 of the Act;
- g) expiry of the authorisation to implement the study programme (Section 86, paragraphs 3 and 4 of the Act);
- h) expulsion from studies under Section 47e, paragraph 3 of the Act;
- i) expulsion from studies under Section 65, paragraph 1, letter c) or Section 67 of the Act, on the date on which the decision came into legal force;
- j) upon expiration of the standard period of study.

(3) The provisions of Section 68 of the Act and these Study and Examination Rules apply to the decision-making procedure on the matters specified in paragraph 2.

(4) Pursuant to Section 68, paragraph 3, the first act in the matters of termination of studies pursuant to paragraph 2, letter b) is a request for a statement regarding the documents of the decision. The request will be made electronically via the CZU electronic information system. The date of delivery of the request shall be considered the date when after the document has been made available in the CZU electronic information system, the DSP students logs into the above system. Unless the student logs in within 10 days of the date on which the document was made available to him or her in the CZU electronic information system, the request shall be understood as having been delivered on the last day of the above period. The time-limit for making a statement is 10 days.

(5) The date of termination of studies pursuant to paragraph 2, letters b), c) and j) shall be the date on which the decision on termination of studies came into legal force. The date of legal force shall be the day subsequent to the expiry of the 15-day period for lodging an appeal against the given decision; if no appeal has been lodged, or

the date of delivery of the decision on the appeal issued by the Rector, dismissing the appeal.

(6) The date of termination of studies pursuant to paragraph 2, letter d) is the date preceding the enrolment in a continuing study programme under Section 54b, paragraph 6 of the Act.

(7) The date of termination of studies pursuant to paragraph 2, letter e) is the date on which CZU announced the cancellation of the study programme or the date on which the accreditation awarded expired.

(8) The date of termination of studies pursuant to paragraph 2, letter f) is the last day of the three-year period specified in Section 81b, paragraph 3 of the Act.

(9) The date of termination of studies pursuant to paragraph 2, letter g) is the date on which the authorisation to implement the study programme on the basis of the institutional accreditation expired.

(10) The date of termination of studies pursuant to paragraph 2, letter h) is the date on which the decision under Sections 47c to 47e, 47f or 47g on the invalidity of the state examination prescribed at the end of studies in the study programme or part thereof took effect.

(11) The date of termination of studies pursuant to paragraph 2, letter i) is the date when the decision on exclusion from the studies came into legal force.

(12) Students shall be entitled to waive their right to submit an appeal against the decision in writing. In such a case the decision shall come into legal force on the date of the delivery of the waiver of the right to submit an appeal against the decision to CZU.

(13) DSP students whose studies are terminated shall be obliged to immediately settle all of their obligations toward CZU.

Article 14

Delivery of Decisions and Submissions

(1) CZU delivers documents to students on its own or through a postal service, unless these Study and Examination Regulations stipulate otherwise.

(2) In proceedings under Sections 50, 54b and 68 of the Act, CZU delivers documents to the participants in the proceedings itself, via the CZU electronic information system. For proceedings under Section 50 of the Act, CZU or the relevant faculty shall publish information for applicants regarding the delivery via the CZU electronic information system, along with the facts to be published under Section 49, paragraph 5 of the Act. Decisions on admission to study may be served on applicants in paper form in person.

(3) A document delivered via the CZU electronic information system shall be deemed as delivered at the moment when, after the document has been made available to the participant in the proceedings in the CZU electronic information system, the participant in the proceedings logs into the CZU information system. Unless the participant logs in within 10 days of the date on which the document was made available to him or her in the CZU information system, the document concerned shall be understood as having been delivered on the last day of the above period.

(4) An applicant for study, a student or a person whose studies have been interrupted may make submissions to CZU only electronically via the CZU information system, and such submissions shall be deemed as signed. Submissions shall be deemed as having been made upon confirmation in the CZU information system. CZU or the given faculty shall publish information for applicants for study regarding the manner of making submissions in electronic form via the CZU information system, together with facts to be published under Section 49, paragraph 5 of the Act.

(5) If the electronic submission to CZU via the CZU information system consists of documents attesting to any required facts for the application concerned, such documents must be created by authorised conversion of documents or must be provided with an electronic signature enabling unambiguous verification of the identity of the signing person. Where original documents in paper form must be submitted, the person making the submission will be asked to submit such documents within a period determined in the request.

Article 15

Transfer between Study Programmes

(1) In accordance with Section 54b of the Act, transfer between study programmes implemented at CZU is permissible. Conditions of transfer are set out in these Study and Examination Rules and Section 54b of the Act.

(2) Transfer is only possible between doctoral study programmes within one faculty, if made possible by the

capacities and organisational options and conditions of the admission procedure of both study programmes. In its internal regulations the faculty may establish the study programmes between which transfers may be made as well as any other conditions for transfer. Transfer is possible upon an application submitted no later than before the start of the new academic year if the conditions for advancement to a higher year of the initial study programme are met under Article 9, paragraph 2.

(3) For the purpose of transfer between CZU study programmes, an initial study programme is understood as a programme implemented at CZU or the relevant faculty in which the DSP student is enrolled. For the purposes of transfer between CZU study programmes, a continuing study programme is understood as a study programme other than the initial study programme implemented at CZU or its faculty to which the student transfers.

(4) During studies in the initial study programme, the student of that programme may apply for permission to transfer from the initial study programme to the continuing study programme. The Dean of the faculty implementing the continuing study programme shall decide on the application for permission to transfer under Section 50, paragraph 2.

(5) If the faculty complies with the application for permission to transfer, the faculty shall also decide, ex officio, on the recognition of part of the studies, examinations or fulfilment of other study obligations taken or fulfilled by the applicant during the studies in the initial study programme, and on the placement in the relevant semester or year in the continuing study programme. In his or her decision, the Dean may require that the DSP student in a continuing study programme take differential examinations within a determined period. If the Dean requires that the DSP student take a differential examination, the Dean shall also specify in his or her decision the content, scope and deadline for taking the examination as well as assessment criteria.

(6) On the date when the decision permitting the transfer is notified, the DSP student is entitled to enrol in the continuing study programme within the period determined by the faculty that provides or is involved in the provision of the continuing study programme. If the DSP student enrolls in the continuing study programme before the deadline for lodging and appeal against the decision permitting the transfer, the student is deemed to have waived his or her right to appeal by enrolling. If the DSP student enrolls in a continuing study programme after lodging an appeal during the appeal proceedings, the appeal proceedings are discontinued by enrolment in the continuing study programme; no resolution on the discontinuation of the proceedings shall be issued.

(7) The transfer shall take effect, and a student shall become a student of a continuing study programme on the date of enrolment in the continuing study programme. The day preceding enrolment in the continuing study programme is the day on which the student ceases to be a student of the initial study programme.

(8) For the purposes of determining the standard period of study and conditions for award of a doctoral study income, the period of study in an initial study programme from the date of enrolment in the continuing study programme shall be considered as the period of study in the continuing study programme; the period of study in the initial study programme is also included in the standard period of study in the continuing study programme, and the period of interruption of studies in the initial study programme is included in the maximum period of interruption of studies in the continuing study programme. Students' membership in the self-governing bodies of CZU or the faculty, conditional on membership in the academic community of the university or faculty, shall cease on the date of transfer.

(9) Provisions delineated in the preceding paragraphs shall apply, to a reasonable extent, also in the case of a change of specialisation within a single study programme.

Article 16

Special Provisions

(1) Studies in the DSP take place using a credit system, if the study programme is accredited in this way, or if the Dean of the relevant faculty decides as such.

(2) If the DSP takes place at several faculties, DSP students will be enrolled in studies at the faculty at which the supervisor carries out his or her activities.

(3) According to the focus of the student's work, the supervisor or head of a department will ensure the possibility to use equipment at other CZU worksites, or worksites outside of CZU.

Article 17

Interim and Closing Provisions

(1) The option of defence of dissertation with RUV results pursuant to Article 11, paragraph 1 shall not apply to DSP students enrolled before 01 March 2025; for the defence, such students may use their first-author publication in the Scopus database with a non-zero SJR index (Scientific Journal Ranking) in the year of publication.

(2) The Study and Examination Rules of the Czech University of Life Sciences Prague for Doctoral Study Programmes registered by the Ministry of Education, Youth and Sports on 11 July 2018 under reference no. MSMT-21932/2018 are hereby cancelled.

(3) These Study and Examination Rules were approved pursuant to Section 9, paragraph 1, letter b) of the Act by the CZU Academic Senate on 03 September 2025.

(4) These Study and Examination Rules shall become valid pursuant to Section 36, paragraph 4 of the Act on date they are registered by the Ministry of Education, Youth and Sports.

(5) These Study and Examination Rules shall become effective on 01 October 2025.

prof. Ing. Petr Sklenička, CSc., in his own hand
Rector