

Conditions of admission procedure for Doctoral Study Programmes at the
Faculty of Agrobiolgy, Food and Natural Resources, CZU Prague

Article 1

Introductory Provisions

- (1) The Dean's ordinance is valid for the Faculty of Agrobiolgy, Food and Natural Resources (hereinafter "FAFNR") and establishes the conditions of admission to doctoral study programmes (hereinafter "DSP").
- (2) This Dean's ordinance was prepared in accordance with Act No. 111/1998 Coll. on Higher Education Institutions and on the amendment to other acts (the Higher Education Act), as amended (hereinafter "the Act"), and in accordance with the internal regulations for Doctoral Study Programmes of the Czech University of Life Science Prague which came into effect on 11th July 2018. The ordinance specifies the conditions of the admission procedure to the DSP at FAFNR.

Article 2

Application for Study

- (1) Admission to a DSP FAFNR is intended for university graduates who have completed the prescribed state examination of a master's degree programme in a field related to that of a DSP or for candidates who are expected to complete a master's degree programme in an above-described field by 30th September of the year of admission procedure.
- (2) The application to study is submitted via the university information system (hereinafter "e-application") at <https://is.czu.cz/prihlaska/?lang=en>. The application form is prepared by the Science and Research Office of FAFNR for signature by the applicant on the day of the entrance examination.
- (3) The e-application form includes:
 - a. a curriculum vitae of the applicant;
 - b. a copy of evidence of previous higher education (diploma). In the case of graduation from a master's degree abroad, the education must be recognized in the Czech Republic according to § 48, Paragraph 5, letter a) of the Act;
 - c. an original transcript of the examinations completed in the master's studies, certified by the relevant study department, for applicants who are completing their master's studies in the year of application to the DSP and have not received a diploma by the date of application;
 - d. at least 2 letters of recommendation from specialists (teachers, researchers) for foreign applicants to the DSP if the applicant applies for a substitute for the oral entrance examination.
- (4) The applicant for study in the DSP applies for the announced topic. The dissertation topics are available on the FAFNR website <https://www.af.czu.cz/en>, in the section Science and Research.

The applicant contacts the supervisor who has announced the topic and informs interest in applying for the announced topic.

- (5) Together with the application, the applicant is obliged to pay the admission fee in the amount set by the internal regulations of the CZU Prague "Determination of fees associated with study and payments for administrative tasks and services" for the given academic year, by transfer from a bank account, online via credit card or by payment at the CZU cash desk.
- (6) If any of the above documents are not provided, the admission procedure will be discontinued.

Article 3

Entrance examination and admission to study

- (1) The entrance examination dates are announced by the Dean for each academic year together with the maximum number of admitted candidates.
- (2) The entrance examination is oral. It is evaluated by a committee appointed by the Dean of the FAFNR (hereinafter "Dean") on the proposal of the Subject Area Board and composed of associate professors, professors, and other experts of the faculty with a scientific degree or the academic title "doctor". The examination consists of discussing a topic related to the programme/field of study for which the candidate is applying. This discussion aims to assess the applicant's potential for independent scientific research. Part of the interview is conducted in English.
- (3) Applicants are invited to the entrance examinations via the university information system <https://is.czu.cz/prihlaska/?lang=en> at least 14 days in advance.
- (4) In the case of foreign applicants to DSP, passing the entrance examination may be replaced by the recommendation of at least 2 specialists (teachers, researchers).
- (5) If the candidate is unable for serious reasons to attend the admission procedure in person, the candidate may perform the entrance examination in distance form. The candidate must apply to the Dean via the Science and Research Office no later than 5 working days before the entrance examination date.
- (6) If the maximum number of applicants set for each programme for a given academic year is not met, the Dean may decide to extend the deadline for submitting applications to the DSP and set a new date(s) for the entrance examination.
- (7) Successful completion of the entrance examination is a condition for admission to study.
- (8) The Dean decides on the admission of an applicant to study on the basis of the result of the entrance examination, the opinion of the head of the relevant department, and after verifying that the conditions for admission have been met.
- (9) Applicants are informed of their admission or non-admission to study within 15 days after passing the entrance examination via the university information system. The applicant can obtain more information on the protocol of the admission procedure at the Science and Research Office FAFNR.

Article 4

Enrolment into study

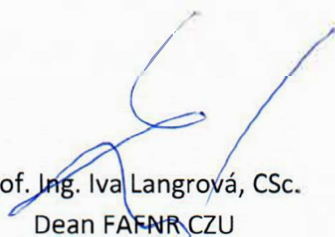
- (1) The study at the DSP FAFNR begins on the day of enrolment into the study. Candidates admitted to study are invited to enrol via the university information system or e-mail.

- (2) The enrolment date is mandatory for applicants. An alternative enrolment date may be requested for serious reasons no later than 5 days after the original enrolment date. The Dean of the FAFNR decides whether or not to grant an alternative date.
- (3) At the enrolment, the requirements for enrolment into study are checked, mainly the submission of an original or officially certified copy providing successful completion of a master's degree programme or recognition of education in the Czech Republic, in the case of studies abroad.
- (4) In accordance with § 48, Paragraph 5, Article 35 of the Act of the Statute CZU, a student who is admitted to study in a programme taught in a foreign language pays a fee for each academic year of study. The fee amount is determined for individual programmes by the Statute CZU. The fee for the first year is payable on the day of enrolment. Without payment of this fee, enrolment into study will not be carried out.

Article 5
Interim and Closing Provisions

This ordinance is valid and effective from the date of approval.

In Prague on 1st December 2021


prof. Ing. Iva Langrová, CSc.
Dean FAFNR CZU