

**Decision of the Dean  
on the conditions of admission to the first year of study  
of four-year Doctoral study programmes  
during the academic year 2022/2023**

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Pursuant to Sections 48 to 50 of Act No. 111/1998 Coll. in the current wording, I announce the conditions for admission to Doctoral study programmes at the Faculty of Science (hereinafter referred to as FSci) of University of South Bohemia (hereinafter referred to as USB) in the academic year 2022/2023.

1. The admission procedure is opened for study in the listed study programmes:

<b>Study programme</b>	<b>Collaborating institutes of AS CR</b>
Applied physics	
Biophysics	Biological Center and Institute of Microbiology
Biochemistry*	
Ecosystem Biology and Ecology*	Biological Center
Botany*	Institute of Botany
Entomology*	Biological Center
Limnology*	Biological Center and Institute of Microbiology
Integrative Biology*	Biological Center and Institute of Microbiology
Parasitology*	Biological Center
Zoology*	Biological Center

Information about individual fields of study is available on the faculty website [PhD study - Přírodovědecká fakulta JU \(jcu.cz\)](http://www.fsci.jcu.cz)

2. All programmes may be studied on a full-time basis, programmes marked with an asterisk may also be studied in a combined form, all programmes may be studied in Czech or English and in all cases in a standard period of four years.
3. Full-time students (with the exception of self-paying students and students demonstrably secured by a special scholarship or salary based on international agreements) are entitled to a scholarship in accordance with the decree of the Ministry of Education and Culture and Provision of the Dean D58. Students studying in English programmes are to pay the annual fee established by Provision of the Dean D97. Applicants admitted to study may apply for accommodation in USB dormitories in accordance with the internal regulations of USB and FSci USB.
4. Graduates of Master's degree programmes may be admitted to study in Doctoral study programmes accredited at FSci after demonstrating in the admissions interview the prerequisites for study preparation for continuous scientific or demanding management work and substantiate these prerequisites with previous study results, a Master's thesis, or publication activity, including a clear idea of the focus of their study and thesis. The documents necessary for assessing the fulfillment of the condition of the applicant's

previous Master's education and the method of their verification are set out in Provision of the Rector R 450 [Opatření rektora \(jcu.cz\)](https://www.jcu.cz)

5. An applicant who submits an electronic study application including the required annexes to the STAG information system and pays the fee for the admission procedure (see point 8) may be accepted to study Doctoral study programmes, namely
  - a) a citizen of the Czech Republic who fulfills the conditions stated further in this decision,
  - b) a foreign national who, in addition to fulfilling these conditions, must comply with special regulations for the study of foreign nationals at universities in the Czech Republic.
6. FSci USB lists two main entrance exam dates: winter (for the start of studies in the summer semester 2022/2023) and summer (for the start of studies in the winter semester 2023/2024). Applicants who wish to participate in the winter date must submit the application, including all the documents listed in point 7 and payment of the fee, no later than January 20, 2023 (the e-application form in IS STAG will be available from 1 November 2022); in the case of the summer term, the same applies to 20 May 2023 (the e-application form in IS STAG will be available from 1 February 2023).
7. The form for application to study is available on the websites of FSci and the University of South Bohemia in the IS STAG [Portál JU - Electronic application \(jcu.cz\)](https://www.jcu.cz); attachments to the application are to include a detailed CV, a copy of their university diploma/s, and details of the content of completed studies (photocopy of the Study Report or diploma supplement). The application are to include the name of the programme the applicant wishes to study and the name of the intended supervisor who agrees to train the applicant. A foreigner applicant is to attach to the application a personal recommendation from two academic staff (other than the prospective supervisor) and a certified copy of their university diploma/s (or corresponding documents from a foreign university) and the diploma supplement (or a document on the recognition of the previous Master's degree by the Czech authorities). If the applicant has not yet completed his Master's degree at the time of submitting the application, they are to submit with the application a list of the subjects completed so far within the framework of their Master's studies issued by the school at which they study.

One week before the entrance exam, the applicant is to send the chair of the field board a brief draft of their thesis project, prepared with the intended supervisor, which they will present at the entrance examination.
8. The admission fee is set at CZK 500 (EUR 20). The applicant is to pay via IS STAG.
9. The winter date of the admission procedure will be at the end of January or in the first half of February 2023, the summer date of the admission procedure will be in June 2023. Exceptionally, in justified cases (e.g. obtaining a new project shortly after the main term of the admission procedure or failure to fulfill the capacity of individual fields after the summer date of entrance exams) the Dean may, on the proposal of the departmental council, authorize the announcement of an extraordinary date for entrance exams even outside the stated dates, until the places listed for the given field of study in point 12 are filled. Applicants are to be invited to the admissions procedure via the Department of Student Affairs according to the instructions of the chair of the specialist board.

10. The admissions interview is to take place in front of an admissions committee, which is to be appointed by the Dean on the proposal of the relevant specialist board. Its goal is primarily to verify the prerequisites of the applicant for study resulting from their previous study results and to verify the reality of the goals of the proposed topic and their fulfillment. To that end, especially for applicants who have completed a different study programme than the one they intend to study, the examination may take on the character of an examination aimed at determining the level of knowledge essential to study the chosen field. Another goal of the admissions interview is to recommend subjects to supplement and deepen existing knowledge, which the student is to detail in his Study Plan if accepted, and finally to verify the applicant's ideas about the focus of their Doctoral studies and the topic of their thesis. The interview may also include verification of English language skills. Foreign applicants may complete the admission interview, which is to take place, via SKYPE, on the same date as the interview with other applicants for the given study programme.
11. The admissions committee, in cooperation with the specialist board, based on the data submitted by the applicant, taking into account the number of students already supervised by the proposed supervisor and the possibilities of the supervisor and the training workplace to financially, spatially, and materially ensure the professional work of the student, and according to the course of the admissions procedure, is to recommend to the Dean acceptance or non-acceptance of applicants for study. Applicants proposed for admission to study in a given field are to be ranked by the admissions committee in order based on the results of the admissions interviews.
12. The maximum number of students accepted to study in individual programmes is to be:

<b>Study programme</b>	<b>Max. number of students admitted</b>
Applied physics	5
Biophysics	5
Biochemistry	5
Ecosystem Biology and Ecology	5
Botany	5
Entomology	5
Limnology	4
Integrative Biology	20
Parasitology	4
Zoology	7

These numbers are limited by the capacity of the individual departments that provide the given study programme, the obtained special funds for research, the number of students already studying under the guidance of the given supervisor (see Provision of the Dean D 84), and also the number of places in the first years of all study levels allocated to FSci within University of South Bohemia. If a programme accepts fewer applicants, vacancies may be filled by other programmes.

13. Based on the proposal of the admissions committee and taking into account the capacity options, the Dean is to decide within 30 days from the day of the admission procedure whether or not to accept the applicant and is to notify the applicant immediately in writing of their decision.

14. Applicants from other universities who have not passed the final examination ending their Master's degree by the deadline for the admission procedure, or applicants from abroad who, at the time of the entrance examination, have not yet provided evidence of having completed a previous Master's degree, certified in the manner appropriate to the country in which the degree was obtained, are to be informed of the result of the admission procedure, but the official letter of admission is only to be issued to them after all legal conditions have been met, including the delivery of the required documents on completed university education of the Master's type.
15. Applicants who did not appear for the admissions procedure and who, no later than the fifth working day after the set date of the admissions procedure, submit a medical certificate proving their medical incapacity to participate in the procedure, are to be invited to an alternative date.
16. If the applicant does not agree with the Dean's decision on non-admission to study, they have the right to ask the Dean to review their decision by submitting a request to the Dean within 30 days of the date of delivery of the decision. If the Dean does not comply with the request and does not change his decision, they are to forward the request to the Rector of USB for further consideration. The Rector's decision is final. The request for review of the decision must be justified by the fact that the fulfillment of the conditions specified in this decision was not correctly assessed. In other cases, the review request is considered unfounded. For the necessary argumentation, the applicant has the right to inspect, at an agreed time, their own documentation providing the basis for the Dean's decision. They do not have the right to inspect the documentation of other applicants or the protocols of the admissions committee.
17. These conditions for admission to study on Doctoral study programmes FSci USB in the academic year 2022/2023 were discussed and approved by the Academic Senate of FSci USB on 19th September 2022.

*Prof. Ing. Hana Šantrůčková, CSc.  
Dean of FSci*