

Dean's Regulation No. 9/2024

The terms and conditions for the admission procedure to doctoral degree programmes taught in English in the academic year 2025/2026 at the Faculty of Environmental Sciences of the Czech University of Life Sciences Prague

In accordance with § 48 to 50 of Act No. 111/1998 Coll. on the Higher Education Act, as amended (hereinafter referred to as the "Higher Education Act"), regulations of the European Union, which identify so-called critical study programs from the point of view of a possible violation of the sanctioning measures of the European Union authorities against selected countries, namely the European Council Regulations No. 833/2014, No. 692/2014, 2022/263, Council of the Europe Regulation No. 765/2006. In the case of FZP, all taught study programs were included among the so-called critical ones. In accordance with the internal regulations of the Czech University of Life Sciences in Prague and the Faculty of the Environmental Sciences, the Dean of the Faculty of Environmental Sciences (hereinafter FZP) announces the following requirements for admission into doctoral degree programmes taught in English in the academic year 2025/2026.

The basic requirement for admission into the doctoral degree programme is successful completion of a master's degree programme. In accordance with § 49 of Act No. 111/1998 Coll. on Higher Educational Institutions, the Faculty of Environmental Sciences (FZP) specifies the following additional requirements:

The admission procedure for applicants to study in doctoral study programs in English has two stages. The application should be submitted online at the following address: <http://is.czu.cz/prihlaska/>.

Stage 1:

applications open from **1. 12. 2024 to 31. 3. 2025**,
admission on **9. 4. 2025**

Stage 2:

applications open from **1. 7. to 20. 8. 2025**,
admission on **17. 9. 2025**

The application fee

The application fee can be paid by bank transfer to the account number below or paid online by payment card via the payment gateway on the application form. Payment should be made on the day of submitting the application; the **deadlines** for payments are **March 31, 2025 (stage 1) and August 20, 2025 (stage 2)**. The fee is non-refundable at any stage of the admission procedure. If payment confirmation does not show up in the online system within 10 working days, the applicant should contact the Science and Research Office (phdstudies@fzp.czu.cz).

The specific payment symbol is the application registration number, which will be sent to the applicant's email address upon confirmation of the application.

Application fee: 750 CZK / 30 €

Bank name: Česká spořitelna, a. s.

Account No.: 500022222/0800

IBAN: CZ38 0800 0000 0005 0002 2222

SWIFT: GIBACZPX

Variable symbol: 4275000125

Specific symbol: application registration number

Study programmes for full-time and combined (part-time) study:

- **Ecology,**
- **Applied and Landscape Ecology**
- **Environmental Earth Sciences, *Specialization Environmental Modelling, Specialization Spatial Sciences, Specialization Environmental Geosciences***

The requirements for admission into doctoral degree study programmes in English include the ability to communicate in English and the relevance of the selected study programme to the completed master's degree programme.

Admission procedure and documents to be submitted

Applicants for doctoral studies apply for the programme, the specialisation of doctoral studies and the topic of their dissertation. The themes announced for the academic year 2025/2026 are listed on the FWP website. Applicants can also come up with their own topic, but it needs to be discussed with a potential supervisor and additionally listed in the admissions system.

The following documents in Czech or English are required for the admission procedure:

- CV
- proof of completion of a master's degree - diploma
- a transcript of grades from university studies (Diploma Supplement / Transcript of Records)
- motivation letter (written in English only)

- a statement of approval from the supervisor, which will be provided to the applicant by the Science and Research Officer on request by e-mail, after verification of the supervisor's genuine interest.

The above-mentioned documents are uploaded by the applicant into the online application form.

A candidate whose application is not complete (duly filled in with the required information, completed with the required documents, submitted and paid for) by the application deadlines set out above will be removed from the register.

For mutual communication between the FZP and the applicant, the following will be used throughout the admission procedure **the e-mail address provided by the applicant when registering his/her application.**

Entrance examination dates

The entrance examinations for doctoral degree programmes in English will take place on **April 9, 2025**, from 9:00 (**stage 1**) and **September 17, 2025 (stage 2)** from 9:00 in the office of the chairman of the study programme.

Information about the specific place of the examination will be provided on the <https://is.czu.cz/prihlaska/> portal by March 31, 2025 (stage 1) and September 3, 2025 (stage 2).

If the candidate cannot attend the entrance examination on the specified date, it is possible to conduct the exam online (provided that there is good reason to do so). Information about the date and the form of the online exam will be sent to the e-mail address indicated by the candidate in the application form.

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Procedure for taking and evaluating the results of the entrance examination

The entrance exam is a 0-30 point scored interview. The content of the entrance examination is a professional debate and demonstration of adequate knowledge of the English language.

The interview includes:

(A) A professional debate, which takes place in front of a committee and is divided into three successive thematic blocks:

- 1) Identification of the applicant's interest in the chosen programme. A motivation letter written in English is an essential basis for assessing the applicant's interest in the programme (maximum 5 points),
- 2) Verification of the assumption of the applicant's ability to produce his/her own creative work (thesis, publications) (evaluation max. 10 points),
- 3) An outline of the expected way of dealing with the chosen topic, knowledge of the cost of the expected research and the method of funding (evaluation max. 5 points).

B) Verification of English language skills (maximum 10 points). The English language admission test can be replaced by a certificate at level B2 of the Common European Framework of Reference for Languages (CEFR) sent by email to phdstudies@fzp.czu.cz.

Admission procedure results and notification of admission

A candidate is admitted to study if he/she has fulfilled all the prescribed formal requirements, professional prerequisites and has demonstrated adequate knowledge of the English language. The formal conditions include, in particular, the need to have attained the prescribed level of education and the fact that his/her application has been found to be free of any obvious defects (complete, paid, submitted and uploaded with the required documents). A descending order of merit is established on the basis of the candidates' total interview score.

The minimum score for admission to study is set at 20 points. The maximum number of students to be admitted according to the ranking in each programme is set out in Table 1.

Table 1: Maximum number of students admitted to the English doctoral degree programmes in the academic year 2025/2026.

PROGRAMME	FORM	MAX. No.
Applied and Landscape Ecology	full-time	10
	combined	2
Ecology	full-time	10
	combined	2
Environmental Earth Sciences	full-time	15
	combined	2

The dean decides on the admission of the applicant to study on the basis of the result of the entrance examination taken before the admissions committee and on the basis of the opinion of the head of the training department. Applicants will be informed of the result within 15 days of the end of the admission procedure, only via the web portal <https://is.czu.cz/prihlaska/>.

The decision on non-admission will be sent to the applicant in his/her own hands at the address given in the application form. The applicant has the right to inspect the file only after the decision has been notified. A report on the admission procedure will be published by 24 April 2025 (Stage 1) and 1 October 2025 (Stage 2).

Accepted applicants will be asked to provide evidence of their educational qualifications and to pay the tuition fee. Once the conditions have been verified, applicants will be sent an admission decision to the contact address provided on the application form or will be invited to collect the admission decision in person.

Enrolment in the study

The deadline for enrolment is set by the Dean. The specific day, time and room will be specified at www.fzp.czu.cz and also in <https://is.czu.cz/prihlaska/>.

The applicant must present the following requirements for enrolment:

Applicants who are graduates of a foreign university shall submit:

- proof of identity and a copy of the identity document (passport or residence permit),

- proof of completion of higher education in the Czech or English language meeting the conditions specified in §48, paragraph 5, letter a) and b) of the Higher Education Act, the original for inspection and a copy for filing,
- a valid result of the foreign education assessment in the admission procedure issued by the Czech University of Life Sciences in Prague for the academic year 2025/2026.

Applicants who are graduates of Czech universities must submit:

- a valid identity document
- proof of graduation and Diploma Supplement, original for inspection and copy for filing

Evidence of previous education must be provided no later than the day of enrolment. However, enrolment must be completed no later than the end of the admission period, i.e. by 31 December 2025.

Tuition fee

A tuition fee in the amount of 5000 CZK per academic year is charged for studies in a foreign language. The tuition fee is non-refundable once a student has enrolled for a programme.

This regulation becomes valid and effective upon approval by the Academic Senate of FZP, i.e.

prof. RNDr. Michael Komárek, Ph.D.
Dean