



Dean's Regulation No. 12/2017

The terms and conditions for the admission procedure to doctoral degree programmes taught in English in the academic year 2018/2019 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 Higher Educational Institutions, and in accordance with the internal regulations of CULS Prague, the Dean of the Faculty of Environmental Sciences (FES) announces the following requirements for admission into doctoral degree programmes taught in English in the academic year 2018/2019.

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 (FES) specifies the following additional requirements:

In order to enrol for the doctoral study programme taught in English, a candidate must submit an application between 1. 12. 2017 and 31. 3. 2018. The application should be submitted online at the following address: <http://is.czu.cz/prihlaska/>.

After submitting the application, the candidate will receive an e-mail with the application registration number, which will serve as the specific symbol when making bank payment.

Application fee: 500 Kč
Bank name: Česká spořitelna, a. s.
Account no.: 500022222/0800
IBAN CZ38 0800 0000 0005 0002 2222
SWIFT: GIBACZPX
Variable symbol: 4275000118
Specific symbol: application registration no.

Address of Department of Science and Research FES:
Czech University of Life Sciences in Prague
Faculty of Environmental Sciences
Department of Science and Research
Kamýčká 129
165 21 Prague 6 – Suchdol

The application fee can be paid by bank transfer to the account number above, 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 **deadline** for submission is **March 31st 2018**. 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 International Relations Office (admission_fes@fzp.czu.cz).

Study programmes for full-time and combined study:

- **Ecology**, field of study: *Ecology*
- **Environmental Science**, field of study: *Applied and Landscape Ecology*
- **Landscape Engineering**, field of study: *Environmental Modelling*
- **Landscape Engineering**, field of study: *Water Regime Improvement in Landscape*



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.

Entrance examination dates

The entrance examinations for doctoral degree programmes in English will take place on **April 18th 2018** from 9:00 in meeting room Z239 (MCEV I building, Faculty of Environmental Sciences, CULS). Starting from 9:15, the examination will continue in the office of the chairman of the committee for the relevant field of study. Information about the exact place of the examination will be provided on the <https://is.czu.cz/prihlaska/> portal by April 4th 2018.

If the candidate cannot attend the entrance examination on the specified date, it is possible to conduct the exam electronically (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. To set up a date, the candidate must send a request to admission_fes@fzp.czu.cz by April 4th 2018.

Necessary documents

The following documents (in English or in Czech) will be necessary for the admission procedure:

- CV
- a list of grades received in the master's programme (diploma supplement / transcript of records).
- motivation letter (only in English)

The above-mentioned documents should be sent to the following e-mail address: admission_fes@fzp.czu.cz.

Entrance exam procedure and results

A point system is used to evaluate the candidates. The evaluation is based on the candidate's interest in the selected field of study, backed by the approval of the potential supervisor and their superior (max. 10 points) Submitting a motivation letter in English will be necessary to assess the candidate's interest in the study programme and will also serve to evaluate the candidate's knowledge of English.

Another part of the admission procedure is an interview in English (max. 20 points), which can also be conducted electronically. Its purpose is to assess the candidate's knowledge of English, their ability to work independently (diploma thesis, publications), their awareness of the cost of planned research and funding possibilities, as well as their familiarity with the chosen field of study and the contents of the selected study programme at CULS.

A ranking list based on the number of points (0-30) received by the candidates will be published on the <https://is.czu.cz/prihlaska/> portal. All candidates with the same score in the last place of the ranking list will be admitted.



Admission procedure results and notification of admission

The candidate is admitted to the study programme if they have met all of the specified formal requirements and possess the specified professional qualifications. Formal requirements include, in particular, having attained the specified level of education and submitting the application correctly. A ranking list of candidates is compiled based on the number of points. A table with the minimum and maximum number of students admitted on the basis of this ranking list is given in Table 1.

Table 1: Maximum and minimum number of students admitted to the doctoral degree programme in English in academic year 2018/2019.

TYPE	MIN. NUMBER	MAX. NUMBER
full-time	5	15
combined	1	3

Following the entrance examination, candidates will be required to provide documents to verify their degree. Once it has been verified, a letter will be sent to the candidate to notify them of the admission committee's decision. The letter will be sent to the contact address given on the application form or the applicant will be asked to collect the letter in person.

Candidates who are graduates of a foreign higher education institution should submit:

- proof of completion of higher education in Czech or English, meeting the conditions specified in §48, paragraph 5, letter a) and b) of Act No. 111/1998 Coll., On Higher Education Institutions.

Documents confirming previous education should be submitted no later than 5 working days before the registration process takes place.

Admission to the study programme is determined by the Dean on the basis of entrance examination results and the decision of the department head. Candidates must be notified of the results no more than 15 days after the admission procedure is completed. Information on the outcome of the admission procedure will be published by July 12th 2018.


The candidate has the right to access the files only after the results have been published. The dates of the registration are determined by the Dean.

Tuition fee

A tuition fee to 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 FES.




prof. RNDr. Vladimír Bejček, CSc.
Dean