

PARDUBICE UNIVERSITY Faculty of Chemical Technology	
DIRECTIVE No. 3/2017	
Subject:	Principles for organising PhD studies by specialised councils and for defence of dissertation theses at the Faculty of Chemical Technology of University of Pardubice
Applicability:	students and academic employees of FChT
Effective from:	issue date
Reference No.	sfcht/213/17
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Approved by:	Prof. Ing. Petr Kalenda, CSc.

Article 1

This directive supplements Section 47 of Act No. 111/1998 Coll., on universities and on the amendment and supplementation of certain laws (Universities Act), as amended (hereinafter the “Act”), and Part III of the Study and Examination Regulations of University of Pardubice dated 20 December 2016 (hereinafter the “SER UPa”).

Article 2

The activity of the specialised council is governed by Art. 13 of the SER UPa. The specialised council meets minimally once per academic year. The meeting of the specialised council requires the participation of a majority of its members. The specialised council meets primarily to discuss and approve the individual study plans of PhD students who are starting their first year. The individual study plans must be approved within three months from the start of the academic year. The chairman of the specialised council or member of the specialised council authorised by him shall compile a record, which will be submitted with the attendance list to the FChT study department, and sent to all the members of the specialised council.

Article 3

(1) The individual study plan contains the subject which the PhD student shall take exams in during the course of study. The selection of these subjects is proposed by the instructor, who submits the material to the specialised council for approval. The subjects are chosen from the offer of specialised subjects, a list of which is provided in the accreditation materials for each PhD study program. The number of prescribed subjects is determined by the accreditation material for the given study program. After approval of the individual study plan by the specialised council and faculty dean, the material including the prescribed exams becomes binding for the student.

(2) In accordance with Art. 14 of SER UPa, the PhD student with an application for a state doctorate exam is obliged to submit a written expert theses at least 20 pages in length. This thesis includes the present state of expertise based on literary research of the issue, which is the subject of the PhD dissertation thesis.

Article 4

The dissertation thesis must be a coherent work with the usual structure for publication in scientific magazines. The dissertation thesis must contain original and published results or results accepted for publication (Section 47(4) of the Act. With written consent from the instructor, the dissertation thesis may take the form of a set of thematically unified publications, with an introduction and conclusion. The formatting of the work is governed by the respective University of Pardubice directive.

Article 5

The minimum requirements for defence of the dissertation thesis is the student's co-authoring of 2 reviewed publications, of which at least one is published in a magazine with an impact factor. The student's contribution must be evident in both of these publications and the publications must contain the original results included in the dissertation thesis.

Article 6

The student generally publishes the results of their work along with their instructor. When publishing the work the student always states the name of the educational workplace and the Faculty of Chemical Technology of University of Pardubice next to their name.

Article 7

Together with the application to defend the dissertation thesis, the student will submit offprints or copies of the publications in which they publish the results of their scientific research work.

Article 8

To commence proceedings for defence of the dissertation thesis, it shall suffice if the student proves that the publications have been accepted for publishing in the given magazine and have successfully undergone reviewing procedures, and are thus minimally in the "accepted" stage.

Article 9

The instructor shall assess the correlation of the results in the published work with the result set forth in the dissertation thesis. The instructor shall state this in its recommendation to defend the dissertation thesis.

Article 10

The committee for defence of the dissertation thesis is obliged to assess: (1) correlation of the results stated in the dissertation thesis and the submitted publications,(2) student's contribution to the submitted publications. The chairman of the committee shall specifically comment on both points in the protocol on defence of the dissertation thesis.

Article 11

If the foregoing requirements pursuant to Art. 5 of this Directive are not met, the dean shall suspend the proceedings for defence of the dissertation thesis based on a proposal from the chairman of the specialised council, until such a time when the conditions are met.

Article 12

The chairman of the specialised council is obliged to ensure fulfilment of the stipulated principles. Failure to fulfil this obligation may be a reason for dismissal of the specialised council by the dean.

Article 13

Temporary provisions

The study program refers also to the field of study in cases concerning a field of study which was granted accreditation before 1 September 2016.

Article 14

Final provisions

- (1) This directive comes into validity on the issue date.
- (2) This directive comes into effect on the issue date.

Pardubice dated 17 July 2017

Dean

Prof. Ing. Petr Kalenda, CSc.