

UNIVERSITY OF PARDUBICE Faculty of Chemical Technology	
D I R E C T I V E No. 9/2019	
Re:	Annual evaluation of achievement of individual study plans of students in doctoral degree programmes and determination of the amount of scholarship
Applies to:	Students and supervisors in doctoral degree programmes, heads of lecturing departments
Effective from:	Date of issue
Reference number:	sfcht/356/19
Written and submitted by:	Prof. Ing. Petr Němec, Ph.D.
Approved by:	Prof. Ing. Petr Kalenda, CSc.

Article 1

The purpose of this Directive is to define the procedure for the annual evaluation of achievement of individual study plans (referred to as “annual evaluation”) of doctoral degree programme students (referred to as “doctoral students”) at the Faculty of Chemical Technology (FChT), University of Pardubice (UPa) and to determine the amount of scholarship.

Article 2

Each doctoral student shall write the annual evaluation pursuant to Article 11, Clause 6 of the Study and Examination Code (SEC) of the University of Pardubice.

Article 3

Doctoral students shall write the annual evaluation using the predefined form “Annual evaluation of achievement of individual study plans of doctoral students”, which is published on the students’ intranet. Doctoral students shall follow the instructions specified in the form. The Student Affairs Office of FChT UPa shall update the form at the beginning of each academic year.

Article 4

The annual evaluation has two integral parts. In the first part, doctoral students report on the results of their activity during the academic year. The report shall contain a brief description of scientific and research activity, an overview of lectures, exams, educational activity, publication activity, and information about foreign internship. Pursuant to Article 11, Clause 7 of SEC UPa, the second part shall include the supervisor’s assessment and details about the study plan. This part shall also include the statement of the lecturing department written by the head of the department. The supervisor shall be responsible for the accuracy of information provided by the doctoral student.

Article 5

The score achieved by each doctoral student for the academic year shall be the sum of products of the number of assessed outcomes multiplied by the respective coefficient. The coefficients for individual outcomes are specified in Annex 1 to this Directive.

Article 6

The score achieved by each doctoral student for the academic year including all previous scores for previous study in the doctoral degree programme shall be the basis for determining the amount of scholarship for the following academic year. Pursuant to the scoring system described above, doctoral students enrolled in grade 2 to 4 of full-time form of study shall be divided into three performance groups. The group with the highest score shall comprise at least 1/3 of doctoral students in the respective year. The group with the lowest score shall comprise at least 1/10 of doctoral students in the respective year.

Article 7

The amount of scholarship per academic year is determined for specific groups of doctoral students in Annex 2 to this Directive.

Article 8

Doctoral students in the first year of full-time study shall receive the highest scholarship according to Annex 2 to this Directive provided that they have completed the previous follow-up Master's degree at FChT UPa with the overall result "Distinction". Doctoral students in the first year of full-time study shall receive the medium scholarship according to Annex 2 to this Directive provided that they have completed the previous follow-up Master's degree at FChT UPa with the overall result "Merit". The remaining doctoral students in the first year of full-time study shall receive the lowest scholarship according to Annex 2 to this Directive.

Article 9

Pursuant to the Scholarship Code of UPa, doctoral students may receive exceptional scholarship.

Article 10 **Transitional Provisions**

The study programme shall also mean fields of study accredited prior to 1 September 2016.

Article 11
Final Provisions

(1) This Directive shall come into force on the date of issue.

(2) This Directive shall come into effect on the date of issue and shall apply to doctoral students at FChT enrolled in the first year starting in the academic year of 2019/2020.

Pardubice, 10 December 2019

Prof. Ing. Petr Kalenda, CSc.
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Types of assessed activities	Coefficient
Publication in international peer-reviewed journals (journals with impact factor) pursuant to AIS in the FORD* classification	1st quartile: 4 2nd quartile: 3 3rd quartile: 2 4th quartile: 1
Authorship of a scholarly book	6
Authorship of a chapter in a scholarly book	4
Authorship of acknowledged outcomes in applied research	Global or European patent: 5 National patent: 3 Semi-operation or verified technology Utility/industrial model or functional sample: 1
Publication in other scientific peer-reviewed journals	0.5
Talk in English at an international conference presented by the doctoral student	1
Poster in English at an international conference presented by the doctoral student	0.5
Talk at a national conference presented by the doctoral student	0.5
Poster at a national conference presented by the doctoral student	0.2
Other papers in a conference proceedings	0.1
Foreign internship (at least 1 month)	3
Scientific exam	1
Exam in English	2
State Doctoral Exam	4
Teaching activity (winter)	0.5
Teaching activity (summer)	0.5

* AIS – Article Influence Score, FORD – Fields of Research and Development

Group of doctoral students in year 2 to 4	Monthly amount of scholarship in the academic year
With high score	22,500 CZK
With medium score	19,000 CZK
With low score	16,000 CZK

Group of doctoral students in year 1	Monthly amount of scholarship in the academic year
Previous follow-up Master's degree "Distinction"	22,500 CZK
Previous follow-up Master's degree "Merit"	19,000 CZK
Others	16,000 CZK