

## Regulation

by the Dean of the Faculty of Informatics and Statistics

No. 02/2017

### on Doctoral Study Programs at the FIS

#### Preamble

The Regulation specifies the requirements for doctoral study programs. The student should know what the faculty expects from him/her and what he/she is entitled to (especially from supervisors). The proposed Regulation complements the Study and Examination Rules of the University of Economics in Prague (hereinafter as the SER).

In the case that part of the organizational structure of the faculty is a workplace that provides courses and employs at least one student supervisor, such a workplace is hereinafter referred to as the "department."

#### 1. Rights and obligations of the student:

**The student has the right to be supervised by a high-quality and qualified supervisor in compliance with the document "Rules for the System Assuring the Quality of Teaching, Creative and Related Activities and Internal Evaluations of the Quality of Teaching, Creative and Related Activities of the University of Economics in Prague," Article 14.**

- a) The student has the right to sign up for maximum three elective courses taught at the FIS or other faculties of the University of Economics in Prague.
- b) The student must prepare, together with the supervisor, a framework specification of his/her thesis (topic, structure, methods) by the end of the first semester.
- c) The student must submit in writing and defend his/her *dissertation project*, including first achieved results (at least in the form of a review of discovered facts) before a department commission comprising of experts from the given field by the end of the second semester.
- d) The student must pass at least two sub-examinations by the end of the second semester and all required sub-examinations by the end of the fourth semester.
- e) The student must present his/her achieved results by the end of the sixth semester at least once on the "Day of PhD students of the FIS."
- f) The state doctoral examination includes a defense of the student's *dissertation syllabi* of 20-30 pages submitted in writing.
- g) The student may register for the state doctoral examination only if he/she obtained at least four points for published or provably accepted publications in compliance with the "Publishing Evaluation Policy at the FIS" effective as of the day the student commenced his/her studies.
- h) The student must pass the state doctoral examination by the end of the sixth semester.
- i) The student must successfully defend the results of his/her thesis in a small defense by the end of the eighth semester. The student may repeat the small defense no sooner than two months after his/her failed attempt.

- j) The student may register for defending his/her dissertation thesis only if he/she fulfilled all prerequisites and other requirements specified in the SER (including the student's involvement in international cooperation – SER – Article 18(4)) and obtained at least 10 points for published or provably accepted publications in compliance with the "Publishing Evaluation Policy at the FIS" effective as of the day the student commenced his/her studies. Such publications must include a scientific article with at least one-third authorship published in a journal indexed in the Scopus database or the Web of Science database. The publications must relate to the student's scientific work connected with his/her dissertation thesis.
- k) The student has the right and **obligation to consult** all planned publications with the supervisor and to provide the supervisor with everything that is to be published sufficiently in advance for evaluation and comments.
- l) Full-time students have **four hours of courses a week on average** (the average is calculated for an academic year), have at least two hours of consultations a week, participate in testing students and supervise and oppose bachelor's papers and theses. In some justified situations, the head of the department can approve exemptions from these study obligations.
- m) A student, who does not fulfill his/her obligations specified in the SER and the Measure, may be suspended or may request a conditional enrollment in the next semester with deferment of up to one semester.
- n) In the case that the student believes that the supervisor fails in his/her role of supervisor, he/she can ask the head of the department, the guarantor of the study program or the science and research vice-dean for help.

## 2. Rights and obligations of the supervisor:

- a) The supervisor must decide, together with the student, on a framework specification of the student's thesis (topic, structure, methods) by the end of the first semester and enter it in the information system of the University of Economics in Prague.
- b) The supervisor must regularly check and direct the student's scientific research and consult with the student all of his/her publications prior to their submission.
- c) The supervisor has the right and obligation to include the student in his/her research and research outputs.
- d) The supervisor must evaluate the progress of the student's work and the fulfillment of the student's objectives by the deadlines specified in the SER and in Section 1 of the Regulation.
- e) In the case that the student does not fulfill his/her obligations specified in the SER or the Regulation, the supervisor may suspend the student after having consulted it with the guarantor of the study program and the head of the department.

**Effect and force:**

**The Regulation comes into effect and force on 1 November**

**2017.**

**Transitional provisions:**

- The Regulation applies to all students of doctoral study programs at the FIS enrolled after 1 September 2017.

In Prague, on 1 November 2017

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Dean of the FIS