

## **Requirements for admission to a doctoral programme of study in the 2018-2019 academic year**

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<b>Deadline for submission of application:</b>	30. 4. 2018
<b>Date of entrance examination:</b>	7. 6. 2018
<b>Alternative date of entrance examination:</b>	19. 6. 2018

### **Fees for admissions procedure:**

**Fee for an electronic application (CZK):** 500

**Fee for a paper application (CZK):** 550

**Note:** A fee will be paid electronically via bank transfer or payment card. Details regarding the payment of the fee will be provided to the applicant via email upon the dispatch of their application.

### **Other information**

**Open day:** 7. 2. 2018

## **I. Information about the admissions procedure**

In the 2018-2019 academic year, the Faculty offers study in the Czech language in all thirteen fields of study. As for the English language, the faculty offers study in the following fields: International Law, European Law, and Environmental Law.

A doctoral programme of study focuses on scholarly research and independent creative activity in the respective research field. The admissions procedure for the "Theoretical Legal Sciences" doctoral programme of study at the Faculty of Law of Charles University in the 2018-2019 academic year will be carried out under section 47 and following of Act No. 11/1998 Sb., to regulate higher education institutions, as amended, and in compliance with the Code of Admissions Procedure of Charles University. The implementation of said legal regulations into the regulations of the Faculty of Law of Charles University ("FoL CU") applicable to the 2018-2019 academic year was approved by the Academic Senate of the Faculty of Law of Charles University ("the AS FoL") under article 13 (1) (e) of the Constitution of the Faculty of Law on 26 October 2017.

Applications for study are to be submitted by 30 April 2018.

Applications are submitted for study in one of the following three fields of study:

1. European Law;
2. International Law;
3. Environmental Law.

## **II. Form of study in a doctoral programme of study**

The study takes the form of either full-time study or combined study.

The Dean of the FoL CU will appoint an examination board that will assess the extent of applicant's knowledge, and particularly of broader context, in the chosen field of study.

Under Article 4 (5) of the Code of Admissions Procedure of Charles University, the Faculty will send an invitation to the entrance examination to an applicant through the University Electronic Information System no later than thirty days before the date of the exam. If the Faculty sends an invitation to an alternative entrance examination date, said time period may be shortened accordingly. An applicant will receive a password to sign into the Electronic System after he/she files an application for study.

### **III. Organisation and requirements of entrance examination:**

The entrance examination consists of one round and is oral. It is taken, as a matter of principle, either in the Czech language or in the Slovak language; in case of study in English, it is taken in the English language. The examination tests mainly the expert knowledge and readiness of an applicant for independent research work in the chosen field.

A maximum amount of 60 points may be obtained in the entrance examination. The total number of points obtained by a candidate consists of aggregating scores in individual parts of the entrance examination. The points are distributed among individual parts of the entrance examination as follows:

- a professional discourse on the presented topic of the dissertation project (0-30 points);
- evaluation of previous professional activity (0-10 points);
- proving one's knowledge acquired by reading professional literature and knowledge of the respective field in the extent required for the State Final Examination, or, in case of fields that are not subject to the State Final Examination, knowledge in the extent of an advancement examination (0-20 points).

An applicant who obtains at least 40 points in the entrance examination may be admitted to study. The maximum number of applicants admitted to full-time study is determined by decision of the Dean. The Dean will set the number before the regular date of examination and a maximum number of admitted students will be posted in the public part of the website of the FoL.

The Dean will issue a decision in the affirmative or in the negative (i.e. admission or non-admission to study) within thirty days of the verification of fulfilment of the requirements for admission to study. The Faculty of Law will send a decision to all applicants via a registered letter that is to be delivered to the addressee in person only. The decision on admission may be delivered through the Study Information System if the applicant consented there to in his/her application for study.

### **IV. Date of examination**

Regular date: 7 June 2018  
Alternative date: 19 June 2018

The Dean may grant an opportunity to sit for an examination on the alternative date to an applicant who has so applied in writing no later than five days after the regular date of examination, provided that the applicant was not able to take part in the regular examination for serious and proven reasons, mainly

health reasons. Regular study abroad as preparation for study at a higher education institution is automatically a justified reason for granting an alternative date. No further alternative date is permissible. The applications are filed through the Student Registry.

## **V. Application**

### ***Deadline for submission of application***

In compliance with Article 4 (2) of the Code of Admissions Procedure of Charles University, the Rector of Charles University determined a period within which the applications are to be filed in his measure No. 15/2017. Under section 4 (c) thereof, the period for submitting applications for study in doctoral programmes of study runs from the date of the publication of admission requirements to 30 April 2018.

### ***Application particulars***

An electronic application form will be available as of 1 December 2017 at the following address: [is.cuni.cz/studium/prijimacky](http://is.cuni.cz/studium/prijimacky). In his/her application, an applicant must indicate the form of study (full-time or combined) and the field of study. The application, including all requisite documents attached to it, must be sent through the Electronic System no later than at 23:59:59 o'clock on 30 April 2018. The fee is payable until the last day of the period for submitting applications for study. After the application has been filled out, it is necessary to send it by clicking the "send" ("odeslat") button, otherwise it is invalid.

The requisite documents which constitute a component part of an electronic application are as follows:

- an outline of the dissertation project in the extent of 5-7 text pages;
- a structured CV;
- a list of professional literature concerning the field of study; and
- an overview of past professional activities (e.g. works published, practical trainings and internships, etc.).

In the heading of the first page of each document attached to the application, there must be the applicant's name, field of study and the name of the dissertation project.

The applicant is obliged to choose from a list of supervisors for a given field a potential supervisor and indicate his/her choice in the application. The list of supervisors for individual fields of study is available at the website of the FoL CU.

Each document in PDF format must be attached to the application separately. Neither the application nor the attachments are to be printed out and sent by mail, with the exception of an authenticated copy of the higher education diploma and appendix to the diploma (or the Certificate of State Examination, in the case of previous graduates of CU); this obligation does not apply to students who have graduated from the Faculty of Law of Charles University since 1 January 2008 (the Faculty will verify this fact against the database of graduates from FoL CU). The applicant must send the authenticated copy of the master's diploma and the appendix to the diploma via regular mail no later than on 30 April 2018 to the following address:

Univerzita Karlova  
Právnická fakulta  
Referát doktorského studia

Nám. Curieových 7  
116 40 Praha 1

Where a paper application is filed, the required documents are enclosed with the application and are filed along with it.

In case of applicants who will have passed their secondary school-leaving exam in the autumn session, as well as in case of applicants whose applications for the recognition of education acquired abroad will not have been decided on by 30 September 2018, the deadline for the verification of the fulfilment of admission requirements (including requirements verified on the basis of documents, such as a secondary school-leaving exam certificate), is 22 October 2018. The same deadline, by which the required education must be documented under section 48 (3) of the Higher Education Act, applies to the verification of the fulfilment of admission requirements in the case of applicants for master's programmes of study which are continuations of bachelor's programmes of study, as well as to applicants for doctoral programmes of study who will have completed their studies in bachelor's or master's programmes of study between 1<sup>st</sup> and 30<sup>th</sup> September 2018.

If the documents proving the completion of higher education (a diploma and appendix to the diploma, or, as the case may be, a certificate) have been issued by a higher education institution seated in another state than the Czech Republic, Slovak Republic, Poland, Hungary, or Slovenia, it is also necessary to submit a certificate by which the higher education, or its part, is recognised in the Czech Republic, unless an international agreement stipulates otherwise. The CV and the dissertation project must also be submitted in the Czech or Slovak language; in the case of study in English, they may be submitted in the English language.

### ***Form of application***

Applications are submitted:

- a) electronically through the University Information System at the following address:  
[is.cuni.cz/studium/prijimacky](http://is.cuni.cz/studium/prijimacky).
- b) b) in a paper form to the following address:  
Univerzita Karlova  
Právnická fakulta  
Referát doktorského studia  
nám. Curieových 7  
116 40 Praha 1

The submission of an electronic application and acts related to the admissions procedure are subject to the fee of CZK 500, paid in compliance with conditions set out in Dean's Measure No. 2/2017. The fee is paid electronically either by bank transfer or by payment card to the account of the FoL CU at KB Praha 2, account number 0000868986130237/0100. The variable symbol and the specific symbol for the bank transfer payment will be sent to the applicant by e-mail to his/her email address provided in the application form. The fee is payable immediately after the electronic application for study has been filed, and the email providing the variable and specific symbols received, however no later than on 30 April 2018. The fee is not refundable.