



MEASURES OF THE DEAN OF THE FE No. 257/2023 E

Concerning the Rules for Entrance Proceedings and Conditions for Acceptance for Doctoral Study in the Academic Year 2024/2025

14 December 2023

Article 1

Introductory Provision

- 1) Based on the statement of § 48 to 51 and § 58, par. 1 of Act. No. 111/1998 Coll. on Higher Education Institutions and on Amendment to Other Acts (henceforth referred to only as the "law"), and also on valid statutes of The University of South Bohemia in České Budějovice (hereafter referred to as USB), we declare the rules for the entrance proceedings and conditions for acceptance to study on the doctoral study programme entitled Economics and Management at the Faculty of Economics of the USB in České Budějovice, for the academic year 2024/2025 with the start of study from 1st September 2024.
- 2) The principles of the entrance proceedings are stated by the Measures of the Dean for ensuring study in the doctoral study programs No. **215/2022 E**.
- 3) This measure was in accordance with the law approved by the Academic Senate of the Faculty of Economics of the USB on 14 December 2023.

Article 2

Enrolment for Study

- 1) Applicants apply for the course of study by submitting written and electronic applications containing details of the study programme and form of study (full time or part time) and an outline of the topic of their proposed dissertation chosen from the list approved for the particular academic year by the Study Filed Committee of the doctoral study programme of the Economics and Management. The list of outline topics for dissertations of the above mentioned study programme for the academic year 2024/2025 is published on the websites of the Department of Science and Research of the FE USB in the section on doctoral study.
- 2) The deadline for submitting an application is **31 May 2024**. Applications are submitted on the electronic form available at [www: https://wstag.jcu.cz/portal/studium/uchazec/eprihlaska.html](https://wstag.jcu.cz/portal/studium/uchazec/eprihlaska.html)

At the same time, applicants are obliged to submit their applications in printed form, "Application Form for Doctoral Study in the Academic Year 2024/2025" (see Appendix 1 of this document), by post or via the mail room of the USB, to this address:

Oddělení vědy a výzkumu

Ekonomická fakulta JU v Českých Budějovicích
Studentská 13
370 05 České Budějovice

The application must contain an outline topic of the proposed dissertation and a supervisor's name from the list included in Appendix 2 of this document.

The decisive date is the date of posting.

- 3) The fee for the entrance proceedings is 500 CZK.
 - a) The required information for payment of the fee into the FE USB's account is: bank account number: 104 725 778, bank code: 0300, VS: 6020112, KS: 0379, SS: birth certificate number.
 - b) Applicants who will not pay the fixed fee according to § 58, par. 1 of the Law and Article 13, par. 3 of the Statutes by **31 May 2024** or who will not prove the payment with a bank transfer, have not fulfilled the conditions for acceptance and their entrance proceedings will be stopped.



- 4) Applications sent to the Department of Science and Research of the USB have to be submitted together with:
 - a) A certified copy of the document of accomplishment of a master study or related master study at a college/university (diploma supplement and a certificate of final state examination). In cases where the applicants have not finished their master studies or relating master studies by the time of entrance proceedings, their possible acceptance for the course is subject to submitting the above documents by the date of enrolment for the doctoral study. If the master's study was completed at a foreign university, it is necessary to provide documents for the nostrification of the study according to the valid conditions in the Czech Republic.
 - b) Structured CV in the size of one page of text;
 - c) Survey of existing scientific activities and citations of publications using the normal APA 6th;
 - d) Document of payment of the fee for the entrance proceedings.
- 5) In cases where the application has formal shortages or is incomplete, the faculty will return it to the applicant for correction and completion. Unless an applicant makes the needed corrections or additions in due time, he/she does not meet basic conditions for acceptance and the entrance proceedings will be stopped. The fee for the proceedings will not be returned.
- 6) The fee for the English PhD programme (full-time and combined) is €3,300 per academic year. This fee is payable no later than the day of enrolment. If the fee is not paid on that date, the applicant will not be admitted to the programme.

Article 3 Entrance Examination

- 1) The due date of the entrance exam is fixed for:
 - **6th June 2024 for the English doctoral study programme;**
 - **5th June 2024 for the Czech doctoral study programme.**Applicants are informed about the date in writing together with other information concerning the entrance exam and a confirmation of acceptance of the application form for the course of study.
- 2) A substitute date of the entrance exam equal to the due date is determined in writing only to the applicants who were unable to sit for the exam at the due date and who apologised in writing within five workdays from the date of the exam at the latest.
- 3) The form of the entrance exam is oral. In emergency situations, upon submission of a written request to the Department of Science and Research, it is possible to conduct the entrance proceedings online via MS Teams.
- 4) The purpose of the content of the entrance exam is to find out the applicants' predispositions for scientific work in a given branch. A stress is laid upon:
 - a) Knowledge of general and current problems in the scientific field;
 - b) Knowledge of methodology in the scientific field;
 - c) An understanding of the state of knowledge in the narrow range of problems of a chosen outline topic for the dissertation;
 - d) Knowledge of professional English.
- 5) A part of the entrance exam for the Czech doctoral study programme is taken in English. The entrance exam for the English doctoral study programme is taken only in English.
- 6) The Admission Board decides about the result of the entrance exam of particular applicants while paying attention to other aspects stated in their application form and its attachments. The Board votes with a simple majority of votes. In the case of a tie in the number of votes, the chairman's vote is decisive.



Article 4

Recruitment of government scholarship holders

- 1) On the admission of nominated government scholarship holders as candidates for study in the DSP under the Government Development Scholarship Programme pursuant to Government Resolution No. 77 of 28 January 2019 on the Strategy of the Development Scholarship Programme for the period 2019-2024, the Dean decides on the basis of the submitted documentation and a reasoned recommendation of the chairman of the Study Filed Committee without an entrance examination.

Article 5

Result of the Entrance Proceedings

- 1) The Board for Entrance Exams completes the protocol on entrance exams. A part of the protocol is a suggestion to the Dean concerning the acceptance / non-acceptance of applicants.
- 2) The Dean decides about the acceptance for the DSP on the basis of a suggestion of the Admission Board.
- 3) An applicant can ask the Dean of the FE for a review of the decision. The application for review must be submitted within 30 days of the day of delivery of the Dean's decision. The Dean can accept the application and change the decision or pass the application for the decision to the Rector.
- 4) The maximum number of accepted applicants for the Czech DSP is 15 students.
- 5) The maximum number of accepted applicants for the English DSP is 10 students.

doc. RNDr. Zuzana Dvořáková Líšková, Ph.D., m.p.
Dean of the Faculty of Economics

Attachments:

- 1) Application form for the DSP in the Academic year 2024/2025
- 2) Suggestions of outline topics for dissertations for the academic year 2024/2025