UNIVERZITA J. E. PURKYNĚ V ÚSTÍ NAD LABEM
Fakulta sociálně ekonomická

AMENDMENT No. 2
to DEAN'S DIRECTIVE No. 3/2025

Study in doctoral study programmes from the 2025/26 academic year

AMENDMENT TO THE DIRECTIVE FOR FSE UJEP

Valid from: 12 October 2026
Effective from: 12 October 2026
Issued by: Ing. Miroslav Kopáček, Ph.D.
Prepared by: doc. Ing. Lenka Slavíková, Ph.D.

Ing. Miroslav Kopáček, Ph.D., Dean

This Amendment amends

the following provisions of Dean's Directive No. 3/2025 Study in doctoral study programmes from the 2025/26 academic year, valid and effective from 24 September 2025, as amended by Amendment No. 1, valid and effective from 1 January 2026.

1. Article 1(1) is replaced by the following:

   "This Dean's Directive sets out the main rules for doctoral study programmes offered by the Faculty of Social and Economic Studies at Jan Evangelista Purkyně University in Ústí nad Labem (hereinafter referred to as "FSE UJEP") for students commencing their studies from the 2025/26 academic year. It is based on Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Other Acts (the Higher Education Act), as amended (hereinafter referred to as the "Act"), and the Study and Examination Regulations of Jan Evangelista Purkyně University in Ústí nad Labem dated 2 December 2025, effective from 1 October 2026 (hereinafter referred to as "SZŘ UJEP")."

2. Paragraph 6 is added to Article 1 as follows:

   "Meetings of committees under this Directive may be held in a hybrid format. The student and the chair of the committee, or, in the chair's absence, the vice-chair, must be physically present at the venue of the examination or defence. No more than two other committee members may participate remotely via a videoconference connection enabling their continuous two-way audiovisual participation in the examination or defence, the committee's closed deliberations and voting. A committee member participating in this manner shall be considered present for the purposes of determining a quorum and voting. Committee members participating remotely shall also sign the record of the examination or defence. A member participating remotely shall affix their signature to a separate signature sheet clearly identifying the examination or defence concerned. This signature sheet shall form an integral part of the record and shall be filed together with it in the student's documentation. The signature sheet may be prepared in paper or electronic form; in electronic form, it must bear the electronic signature of the committee member."

3. Article 2(2)(a) is replaced by the following:

   "regular attendance at the FSE UJEP workplace or at a cooperating workplace (e.g. another part of UJEP) for at least one working day per week, totalling at least eight hours. This attendance need not be continuous and may be interrupted during that day. The head of the department or other workplace to which the student is organisationally assigned is responsible for recording attendance and reporting any problems,"

4. Paragraphs 5 to 7 are added to Article 2 as follows:

   "A student or a person whose studies have been interrupted may apply to change the form of study within the same doctoral study programme. Transfers between doctoral study programmes are not permitted.

   The student's supervisor and the relevant Programme Board shall provide their opinions on an application to change the form of study. The Dean shall decide on the application. The Dean may permit the change if the faculty's staffing and capacity allow it.

   An application to change the form of study must be submitted no later than 30 days before the beginning of the academic year from which the change is to take effect."

5. In the table in Article 3(2), the row "Teaching and supervising qualification theses" is replaced by "Teaching and activities related to qualification theses and bachelor's projects".

6. In the table in Article 3(2), the row "Defence of doctoral thesis" is replaced by "State final examination – defence of the dissertation".

7. Article 3(3) is replaced by the following:

   "When assessing fulfilment of the ISP, the Programme Board shall consider, in particular, the number of credits obtained. An average of fewer than 30 credits per year of study is considered a significant indicator of failure to fulfil study obligations; the overall assessment of fulfilment of the ISP is carried out by the Programme Board in accordance with Article 10(4)."

8. Article 3(4) is replaced by the following:

"Failure to fulfil the obligations specified in Article 2(2)(a) to (c) shall be taken into account in the regular assessment of fulfilment of the ISP. If the Programme Board concludes that a student is seriously failing to fulfil their study obligations, it may propose to the Dean that proceedings to terminate the student's studies be initiated in accordance with SZŘ UJEP."

9. Article 4(1) is replaced by the following:

"Studies in a doctoral study programme are conducted according to an Individual Study Plan (hereinafter referred to as the "ISP") under the guidance of a supervisor, with the possible involvement of a consultant. The ISP specifies, in particular, the dissertation topic and specific activities for its preparation, courses and other study obligations, and the timetable for their fulfilment. The ISP is binding on all parties involved."

10. Article 4(2) is replaced by the following:

"The ISP is proposed by the supervisor after discussion with the student and submitted to the Programme Board for approval. The ISP form is available on the FSE UJEP website."

11. Article 4(3) is replaced by the following:

"Changes to the ISP shall be approved by the Programme Board using a similar procedure. A student may request a change to the ISP; in such a case, the change shall be approved on the basis of the supervisor's opinion."

12. In Article 4(5), the words "The content of the ISP consists of:" are replaced by "The course component of the ISP consists of:".

13. Article 4(6) is replaced by the following:

"An overview of compulsory, compulsory elective and elective courses, including their credit values and the minimum number of credits, is specified in:

a) Appendix No. 1 for the Applied Economics and Administration study programme for students who commenced their studies in the 2025/26 academic year,
b) Appendix No. 2 for the Regulation and Behavioural Studies study programme for students who commenced their studies from the 2025/26 academic year,
c) Appendix No. 3 for the Applied Economics and Administration study programme for students who commenced their studies from the 2026/27 academic year."

14. In the table in Article 5(5), the row "Publication in a journal with an IF in Q1 or Q2 according to RVVI (indexed
in WoS)" is replaced by "Publication in a journal ranked in Q1 or Q2 according to AIS under Methodology M17+ (indexed in WoS)".

15. In the table in Article 5(5), the row "Publication in a journal with an IF in Q3 or Q4 according to RVVI (indexed
in WoS)" is replaced by "Publication in a journal ranked in Q3 or Q4 according to AIS under Methodology M17+ (indexed in WoS)".

16. Paragraph 6 is added to Article 5 as follows:

"For the purposes of credit assessment, the journal's quartile ranking according to AIS under Methodology M17+ for the year in which the publication was published shall be used. If, under Methodology M17+, the publication is assigned to more than one FORD field and its quartile ranking differs between these fields, the most favourable quartile ranking shall be used for credit assessment."

17. In the Czech text of Article 6(2), "2-5 kredity" is replaced by "2–5 kredity" (both rendered as "two to five credits" in this English translation).

18. Article 6(4) is replaced by the following:

"Credits for a completed internship or another form of international cooperation are approved by the Vice-Dean for Science and Doctoral Studies on the basis of supporting documentation."

19. The title of Article 7, "Teaching and supervision of qualification theses", is replaced by "Teaching and activities related to qualification theses and bachelor's projects".

20. Article 7(1) is replaced by the following:

"Teaching and activities related to qualification theses and bachelor's projects are not a compulsory part of doctoral studies. Students may therefore earn zero credits for these activities during their studies."

21. The introductory sentence of Article 7(2) is replaced by the following:

"If a student participates in any of these activities, their activity is assessed in the credit system as follows:"

22. The table in Article 7(2) is replaced by the following table:

Type of activity	**Number of credits**
Teaching a course in a full-time bachelor's or follow-up master's degree programme (90 minutes/week for a semester) in Czech	3
Teaching a course in a full-time bachelor's or follow-up master's degree programme (90 minutes/week for a semester) in a foreign language	6
Teaching a course in a combined bachelor's or follow-up master's degree programme (two blocks per semester) in Czech	2
Teaching a course in a combined bachelor's or follow-up master's degree programme (two blocks per semester) in a foreign language	4
Supervision of one successfully defended qualification thesis or one successfully defended bachelor's project	2
Review of one qualification thesis or bachelor's project, or preparation of one rapporteur's opinion on a bachelor's project	0.5

23. Article 7(3) is replaced by the following:

"In addition to credit assessment, teaching and activities related to qualification theses and bachelor's projects are also financially rewarded in the form of an extraordinary scholarship or another form of remuneration for teaching work outside the scope of doctoral study obligations."

24. Paragraph 4 is added to Article 7 as follows:

"If the time allocation differs from 90 minutes per week or in the case of shared teaching, the number of credits shall be determined proportionately according to the actual amount of direct teaching delivered during the semester."

25. In Article 8(3), the words "one month" are replaced by "30 days".

26. In Article 8(5), the sentence "The members of the committee shall vote on the result by secret ballot." is replaced by "The committee members shall vote on the result."

27. Article 8(6) is replaced by the following:

"The dissertation project must be successfully defended by the end of the third year of study at the latest. Failure to defend the dissertation project by the end of the third year constitutes failure to fulfil a study obligation and shall be taken into account when assessing fulfilment of the ISP under Article 10."

28. Article 8(7) is replaced by the following:

"Students have a maximum of three attempts to defend their dissertation project. If the student fails to defend the dissertation project on the third attempt, this constitutes failure to fulfil a study obligation; further procedure shall be governed by SZŘ UJEP."

29. The title of Article 9, "Dissertation", is replaced by "Dissertation and state final examination".

30. In Article 9, the existing paragraphs 1 to 4 are renumbered as paragraphs 2 to 5, and the existing paragraphs 5 to 9 are renumbered as paragraphs 7 to 11.

31. A new paragraph 1 is added to Article 9 as follows:

"The state final examination in a doctoral study programme consists of the defence of the dissertation."

32. A new paragraph 6 is added to Article 9 as follows:

"A student may apply to take the state final examination after completing all compulsory courses and modules specified in the Individual Study Plan and obtaining at least 210 credits."

33. The first sentence of Article 9(7) is replaced by the following sentence:

"A minor defence of the dissertation takes place before the dissertation defence at FSE UJEP as an internal presentation of the completed dissertation."

34. Article 9(7)(b) is replaced by the following:

"Minutes are taken of the minor defence; these are a prerequisite for submitting an application to take the state final examination."

35. Article 9(8) is replaced by the following:

"The student shall submit the application to take the state final examination, together with the final version of the dissertation and the Dissertation Abstract, through IS/STAG no later than 40 days before the examination date. The Vice-Dean for Science and Doctoral Studies shall check the completeness of the submitted documentation and fulfilment of the conditions for taking the state final examination and shall submit the documentation to the Programme Board.

a) The opponents of the dissertation are appointed and dismissed by the Dean on the recommendation of the Programme Board.

b) The dissertation shall be reviewed by two opponents, at least one of whom must work outside UJEP. Opponents must be distinguished experts in the relevant scientific field. The student's supervisor or consultant, a person who participated as a co-author in preparing the dissertation or part of it, or a person who is the student's direct superior may not act as an opponent. The opponents may not all be employees or employers of the same legal entity. The supervisor shall also prepare a review of the dissertation. The reviews of the opponents and supervisor must be available to the chair and members of the examination committee, as well as to the student, at least 15 days before the date of the state final examination."

36. In the Czech text of Article 9(9), "1-2 strany" is replaced by "1–2 strany" (both rendered as "one to two pages" in this English translation).

37. Article 9(10) is replaced by the following:

"The date of the state final examination shall be set by the Dean on the recommendation of the Programme Board; the examination committee shall be appointed by the Dean on the recommendation of the Programme Board. The committee shall have at least five members, consisting of a chair, a vice-chair and at least three other members, at least two of whom must work outside UJEP. The positions of chair and vice-chair are incompatible with the roles of the student's dissertation supervisor, consultant and opponent. The student's supervisor is normally a member of the committee. Additional qualification requirements for committee members are governed by Article 26(2) of SZŘ UJEP. The student must be informed of the composition of the committee and the date of the state final examination at least 15 days in advance. Article 26(9) and (11) of SZŘ UJEP shall apply to the conduct of the state final examination, the committee's quorum and voting on the result."

38. Article 9(11) is replaced by the following:

"The state final examination takes the form of a public defence of the dissertation and a public discussion with committee members and other guests present. If the dissertation was written in English, the state final examination may also be conducted in English at the student's request."

39. Article 10(1)(b) is replaced by the following:

"In justified cases, a consultant may also be appointed for the student to complement the supervisor's expert guidance and support the student's professional development in the chosen topic. The consultant is appointed by the Dean on the recommendation of the Programme Board."

40. Article 10(2) is replaced by the following:

"Every student is required, by 4 September each year at the latest, to submit an electronic version of the Annual Study Report to the supervisor and the Vice-Dean for Science and Doctoral Studies as written documentation for the assessment of fulfilment of the ISP for the preceding academic year. The Annual Study Report summarises the results of the student's activities during the preceding academic year."

41. Article 10(3) is replaced by the following:

"On the basis of the documentation submitted by the student, the supervisor shall prepare an assessment of fulfilment of the ISP. The Vice-Dean for Science and Doctoral Studies shall check the accuracy and completeness of the documentation, collect the Annual Study Reports and supervisors' assessments by 30 September, and subsequently submit them to the Programme Board."

42. Article 10(4) is replaced by the following:

"On the basis of the supervisor's assessment, the Programme Board shall discuss and assess fulfilment of the ISP and determine whether the student (a) is fulfilling the ISP, (b) is failing to fulfil some study obligations arising from the ISP, or (c) is seriously failing to fulfil study obligations arising from the ISP. If the Programme Board reaches a conclusion under (c), it may propose to the Dean that proceedings to terminate the student's studies be initiated in accordance with SZŘ UJEP."

43. Article 10(5) is replaced by the following:

"When assessing fulfilment of the ISP, the Programme Board shall consider, in particular, the number of credits obtained. An average of fewer than 30 credits per year of study is considered a significant indicator of failure to fulfil study obligations; the overall assessment of fulfilment of the ISP is carried out by the Programme Board in accordance with paragraph 4."

44. Article 10(6) is replaced by the following:

"If a student fails to meet the deadlines specified in this Directive (e.g. submission of the ISP, Annual Study Report, etc.), the Vice-Dean for Science and Doctoral Studies shall request that the student remedy the failure within 30 days. If the failure is not remedied within the specified period, the Vice-Dean shall refer the matter to the relevant Programme Board. On the basis of its assessment of fulfilment of the ISP, the Programme Board may propose to the Dean that proceedings to terminate the student's studies be initiated in accordance with SZŘ UJEP."

45. Article 11(3) is replaced by the following:

"If a student seriously fails to fulfil study obligations arising from the ISP, the Programme Board may, on the basis of the assessment under Article 10(4), propose to the Dean that the doctoral scholarship be reduced, withdrawn or not awarded; the procedure in this matter shall be governed by the UJEP Scholarship Regulations."

46. Paragraph 5 is added to Article 12 as follows:

"This Directive as amended by Amendment No. 2 shall become valid on 12 October 2026."

47. Paragraph 6 is added to Article 12 as follows:

"This Directive as amended by Amendment No. 2 shall become effective on 12 October 2026."

Other provisions of the Directive remain unchanged.