

REGULATIONS FOR DOCTORAL STUDIES

Faculty of Information Technology

Czech Technical University in Prague

PART I

Basic provisions

Article 1

Legislative framework and general study conditions

1. The Regulations for doctoral studies at the Faculty of Information Technology, the Czech Technical University in Prague (hereinafter referred to as the "RDS") specifies the details of the study in accordance with Art 20 of the Study and Examination Code for students of CTU in Prague, as amended (hereinafter "SER CTU") in doctoral study programs at the Faculty of Information Technology (hereinafter "FIT"). The rights and obligations set forth in the SER CTU are not affected by the RDS. Failure to fulfill any study obligations arising from RDS is assessed as failure to fulfill study obligations arising from the doctoral studies according to the SER CTU.
2. The conditions for doctoral studies are specified by:
 - a) Act No. 111/1998 Coll., Higher Education Act, as amended (hereinafter "the Act"), and regulations for implementing the Act,
 - b) The internal regulations of the Czech Technical University in Prague (hereinafter "CTU"):
 - The Statute of CTU,
 - Study and Examination Regulations for students of CTU in Prague (hereinafter "SER CTU"),
 - The Scholarship Code of CTU (hereinafter "SC CTU"),
 - The Ethical Code of CTU,
 - The Disciplinary Code for Students of CTU
 - The Statute of FIT.
 - c) RDS applies both to the full-time and part-time form of doctoral studies.

Article 2

Definition of basic terms and abbreviations

1. The Regulations use the following terms and abbreviations:
 - a) SER CTU – Study and Examination Code for Students of CTU in Prague,
 - b) RDS – Regulations for doctoral studies at FIT CTU in Prague,
 - c) DSP – doctoral study program at FIT,
 - d) DS – doctoral study (study in DSP),
 - e) Doctoral student – student of DSP,
 - f) SED – semester evaluation of a doctoral student,
 - g) BDSP – board of the doctoral study program,
 - h) IC – individual curriculum,
 - i) SDE – State doctoral examination,
 - j) DT – dissertation thesis,
 - k) Debate – defense of the Doctoral study report and discussion of the DT,
 - l) OSR – Office of Science and Research at FIT.

Article 3

The Board of the doctoral study program

1. In addition to the rights and obligations set out in Art 21 SER CTU, the members of BDSP select a vice-chairperson who substitutes the chairperson in his/her absence or in case the chairperson has a conflict of interests.
2. BDSP meetings may be either in person (on-site), or remotely (online, via telepresence technologies), or hybrid.
3. A quorum shall exist at an BDSP meeting if at least 2/3 of the BDSP members attend it.
4. The proposals to the position of chairperson of the BDSP are approved at the meetings of the BDSP in the form of a direct vote with votes options 'for', 'against', 'abstained'.
5. Each member of the BDSP participating in the meeting shall be entitled to vote.
6. For the proposal to be accepted, at least 2/3 of the BDSP members must vote and an absolute majority of all BDSP members must vote in favor.
7. In the period outside the meeting of the BDSP, the proposals to the position of the chairperson of the BDSP are approved in the plenary of the BDSP remotely in the form of electronic voting per rollam with votes 'for', 'against'.
8. In order to adopt proposals per rollam to vote, at least 2/3 of the BDSP members must vote and an absolute majority of all BDSP members must vote in favor.

Article 4

The conditions and course of DSP and doctoral student's obligations

1. DS proceeds according to student's IC under the direction of his/her supervisor. The professional part of DS is realized at the supervising department, i.e., the department of FIT to which the supervisor belongs. In the case of an external supervisor who is not in an employment relationship with the FIT, the FIT supervising department shall be determined according to the DT topic in the process of the DT topic approval.
2. A doctoral student has the main following obligations:
 - a. Work on the topic of his/her DT,
 - b. Participate in the scientific and research activities of the supervising department, according to Art 6 and publish the results of his/her creative work at peer-reviewed conferences and in peer-reviewed journals,
 - c. Fulfill study obligations according to Art 9,
 - d. Prepare a Doctoral study report, complete the Debate successfully and pass the SDE.
3. For a doctoral student in a part-time form of DS, the form and extent of his/her stay at the supervising department are set individually by agreement with the supervisor and the head of the supervising department.
4. A doctoral student in DSP in English pays a tuition fee for studying in a foreign language (thus, he/she is a self-funding student). The fee for study in DSP is set in *Annex 5* of the Statute of CTU.
5. In accordance with Sec 56 Para 1 b) of the Act in accordance with Art 20 Para 3 SER CTU, (Failure to fulfill the requirements resulting from RDS), DS could be terminated if:
 - a. BDSP approves the supervisor's proposal in SED to terminate the DS according to Art 5 Para 7,
 - b. the doctoral student does not meet the conditions for successful conclusion of the study block within the deadline according to Art 9, Para 5,
 - c. the Debate was not successfully concluded and the committee proposed to terminate the DS pursuant to Art 12, Para 6 d),
 - d. SDE was not completed within the prescribed deadline in accordance with Art 15 Para 12

Article 5

Semestral evaluation of a doctoral student

1. For each semester, the supervisor – in collaboration with the doctoral student – is obliged to submit an evaluation of the doctoral student's work within the semester (hereinafter 'semestral evaluation of a doctoral student', SED), always within two weeks of the beginning of the next semester. The SED must be filled on a relevant form, or in a relevant application.

2. In the SED, the supervisor states
 - a) The doctoral student's publication in the previous semester, such that they meet the requirements of Art 6; in the form of a bibliographic reference including the publication ID in IS v3s.cvut.cz, ISBN of the proceedings or book or ISSN of the journal,
 - b) Forthcoming publications,
 - c) Progress on doctoral student's IC documented by a list of successfully completed courses in the previous semester (applies only to doctoral students still working towards completing the study block),
 - d) Evaluation of other activities of the doctoral student within the supervising department or faculty in the previous semester.
3. In SED, the supervisor states the contribution the doctoral student has on the publications. This contribution is based on the authorship shares in the publications in the IS v3s.cvut.cz, after the shares of the supervisor and/or the specialist supervisor, if they are co-authors of the Doctoral study reports, have been factored out. In addition, also co-authors with whom the doctoral student cooperated on internationalization according to Art 7 and who are listed in the form Proposal to fulfill the condition of internationalization are excluded from the publication share.
4. If the doctoral student's share of authorship without counting the co-authors according to the previous paragraph is greater than equal, the doctoral student is obliged to submit, upon request, the written consent of all co-authors to the given share of co-authorship.
5. The supervisor must clearly state at the end of the SED whether he/she recommends continuing the DS or whether the DS should be terminated.
6. The chairperson of the BDSP shall check the SED proposals before they were submitted to the BDSP. If he/she finds discrepancies or inconsistencies in the SED, he/she asks the supervisor for an explanation or clarification. The supervisor must explain or specify the SED within a set deadline. The chairperson of the BDSP submits the SED to the BDSP by the end of the third week after the SED submission deadline for approval; the SED is signed by the chairperson and to it, a summary assessment of the course of the DS in the previous semester is attached.
7. If the BDSP approves the SED in which the supervisor proposed to terminate the DS of his/her doctoral student, the chairperson of the BDSP submits – via OSR – to the dean a draft stating the decision on the termination of the DS of this doctoral student.
8. Publications in journals and conferences that show signs of predatory behavior may be excluded from the SED, if the BDSP chairperson proposes so and if the BDSP approves it.

Article 6

Doctoral student's scientific and research work and publications

1. The doctoral student proves the results of his/her research work on the topic of his/her dissertation thesis by publishing these results. These publications are then proposed by the supervisor and approved by the BDSP in the SED according to Art 5 and are recognized towards the conditions for an application for a Debate according to Art 10 and a DT defense application according to Art 16.
2. Only peer-reviewed publications in English are recognized, in addition, the doctoral student must state his/her affiliation as FIT CTU in Prague. If the doctoral student's supervisor comes from a workplace other than the FIT, he/she may also state the affiliation of the supervisor's workplace in case the doctoral student had an employment relationship with this workplace at the time the publication has been prepared.
3. A list of publications approved in the SED indicating the doctoral student's authorship shares is included in the application for Debate pursuant to Art 11, Para 2 a), the SDE application according to Art 14 Para 5 a) and DT defense application pursuant to Art 16 Para 5.
4. The author's share – after being approved in the SED in BDSP – is binding for verifying the conditions of DT publication results upon the submission of the DT, according to Art 16 Para 6.
5. If a student has publications related to the topic of the DT before joining the DS, he/she may, when preparing his/her IC and if so agreed by the supervisor, apply, where appropriate, to have these publication recognized to meet the conditions for submitting an application for Debate,

according to Art 10, and/or for submitting an DT defense application under Art 16.

Article 7

Internationalization

1. In accordance with Art 26, Para 8 SER CTU, the doctoral student has to prove his/her internationalization no later than by the time of submitting the DT defense application.
2. The method of fulfilling this condition (program and place of a study stay, scope of work on the project) must be approved by the supervisor, the head of the supervising department and the chairperson of the BDSP on the form Proposal to accomplish internationalization.

Article 8

Double degree

1. In accordance with Art 3 Para 11 and 12 SER CTU, study in DSP can also take place in cooperation with a foreign university, the so-called double degree.
2. The conditions for double degree are stated in a valid contract between CTU or FIT and a partner foreign university or its part, eventually a consortium agreement of a group of universities jointly offering this type of study, of which CTU or FIT is a participant (hereinafter "Double degree agreement DDA").
3. The DDA stipulates the way conflicting formal provisions of the study regulations of participating universities should be harmonized (e.g., requirements for committees and their members, various deadlines, etc.).
4. The prerequisite for the commencement of double degree studies is the successful passing of the entrance examination at least at one of the participating universities, or an entrance examination organized by the group of universities together.
5. For a double degree DS, a supervisor is appointed at each of the participating universities. The DDA confirms the role of these supervisors as equivalent.
6. The DDA further stipulates an equal representation of the participating universities in setting up committees for joint Debates, SDE or DT defenses. The qualification requirements set by the SER CTU apply to the members of the committees nominated by the FIT.
7. At the beginning of the DS, the supervisors must, after mutual agreement and discussion with the doctoral student, establish a plan for the course of the DS, provided that the share of studies at each of the participating universities must be comparable. This plan is submitted for approval to the BDSP and the corresponding body of the foreign university.
8. During the double degree study, the student must meet all the study requirements of a DS agreement concluded according to Para 2 and 3 provided that the study requirements demonstrably completed at the participating universities are mutually recognized and acknowledged.
9. The DDA stipulates the proportion the doctoral student has to pay to each of the participating universities in study-related fees (i.e., the fees pertaining to Sec 58 Para 4 of the Act and Art 11 of the Statute of CTU, including fees for study in a foreign language or equivalent fees of the foreign university).

PART II

Study block

Article 9

Individual curriculum and a study block

1. IC is submitted to the CTU information system. Once approved, the IC is stored in the doctoral student's personal material at OSR.
2. A doctoral students selects his/her courses from the accredited study programs listed in Art 27 SER CTU. According to Art 20 Para 2 SER CTU, the amount of compulsory courses is set down

- between two and six.
3. No later than the end of the second semester of DS, the doctoral student must have completed at least one compulsory course of his/her IC by a successfully passed exam.
 4. By the end of the fourth semester in full-time form of study, resp. by the end of the sixth semester in the part-time form, within the study block, the doctoral student must have:
 - a. completed all the compulsory courses in his/her IC by a successfully passed exam
 - b. completed the Debate, unless he/she fulfills the conditions for the exception in Art 13
 5. Failure to meet the conditions in Para 3 and 4 within the specified deadlines is a reason for termination of the DS.
 6. Language courses are optional.
 7. The language training of the doctoral student according to Art 27 Para 2 SER CTU is demonstrated by a compulsory examination in English, which is a part of the Debate conducted in English according to Art 12.
 8. The study block ends on the day of the successful completion of the Debate.

Article 10

Doctoral study report and Debate

1. A Doctoral study report is a written preparation for DT and it contains the following parts:
 - a) An overview of the state-of-the-art of research on the DT topic,
 - b) Current research results achieved by the doctoral student (this can be replaced with copies of publications by the doctoral student, together with a text integrating these publications),
 - c) A proposal for the final DT title and content and research process for its preparation.
2. The Doctoral study report must be written in English with a Czech-language and English-language abstract. The OSR provides the student with a template for the Doctoral study report.
3. The aim of the Debate is to verify whether the topic has a potential to be extended to a full dissertation ('its dissertability') and to discuss further direction of work on the DT.
4. The Debate shall be conducted in English and shall include an English language examination.
5. The doctoral student may submit an application for Debate if the results presented in the Doctoral study report meet at least one of the following conditions:
 - a) Published as an article accepted in a peer-reviewed journal registered in the SCOPUS or WoS database.
 - b) Published as a Doctoral study report at an international conference with a review procedure and with standard proceedings.
 - c) Presented by the doctoral student – in English – at a student scientific conference that uses at least two reviewers to accept the presentation, and it has been also sent for review at an international conference with standard proceedings or in a peer-reviewed journal registered in the SCOPUS or WoS database.
6. To meet the condition of the previous paragraph, the publications listed in the approved SED and the publications or information on publications under review from the current semester listed on the application for the Debate are recognized in accordance with Art 6.

Article 11

Preparation of Debate

1. A doctoral student applies for Debate at the time set in the schedule of the academic year. He/she submits the application to OSR on the prescribed form.
2. A part of the application form is:
 - a) A list of all publications of the doctoral student pertaining to the DT topic and with the doctoral student's share in the publications according to Art 5 Para 3 and 4,
 - b) A list of citations of these publications
 - c) Copies of not more than 3 most significant reviewed publications or texts accepted for publication and pertaining to the DT topic, together with their reviews.

3. The Doctoral study report must be submitted to the head of the supervising department via OSR in a printed copy and electronically in a pdf format no later than four weeks before the date of the Debate in the schedule of the academic year.
4. The head of the supervising department sets the place and time for the Debate at least 3 weeks prior to the meeting.
5. The Debate takes place before a committee. For each Debate, the head of the supervising department nominates the members of the committee at least 3 weeks prior to the meeting. The nomination proposal is passed to the chairperson of the BDSP at least 2 weeks prior to the meeting; the chairperson then passes the nomination proposal to the BDSP for discussion. Then, the dean appoints the committee taking into account the nomination proposal.
6. The committee consists of a minimum 5 members. The mandatory members of the committee – in accordance with Art 27 Para 10 SER CTU – are: the supervisor, the head of the supervising department, a member of the BDSP according to the proposal of the chairperson of the BDSP, one or two reviewers, and an examiner for English language. The member of the BDSP cannot be a member of the supervising department. The committee is chaired by the head of the supervising department or by a member of the BDSP that has been appointed (by the chairperson of the BDSP) to do so. The supervisor cannot chair the BDSP committee.
7. The reviewer must publish in the relevant scientific field, he/she must hold at least Ph.D. or CSc. degree, he/she cannot be an employee of the supervising department and he/she cannot be a co-author of publications presenting the results of the Doctoral study report.
8. The supervisor and the reviewer (reviewers) are members of the committee with the right to vote.
9. The examiner for English language does not have the right to vote. He/she must have a certificate at least at the level of the general state examination and at least 5 years of documented experience of active use of English.
10. The doctoral student must have the opportunity to acquaint himself/herself with the review report (reports) two days before the Debate at the latest.

Article 12

Rules of the procedure of the committee for the Debate

1. The members of the committee with the right to vote may take part in the Debate remotely using online telepresence technologies, if the chairperson of the committee and the vice-dean for science and research gave a consent to it and if the members of the committee and the doctoral student were informed on the fact well in advance.
2. The committee has a quorum if an absolute majority of the members with the right to vote is present.
3. The public part of the committee's meeting takes part in English and it follows this order:
 - a) The supervisor presents his/her evaluation of the doctoral student
 - b) The doctoral student presents the contents, contributions, results and conclusions of his/her Doctoral study report, using electronic media.
 - c) Each of the reviewers present their report(s) and the doctoral student comments on it.
 - d) The members of the committee and the doctoral student discuss the Doctoral study report.
 - e) The final title and actual content of the DT is discussed.
 - f) English language examination.
4. During the closed part of the meeting, the committee shall vote on a resolution on the Debate result. The resolution of the committee is accepted by an absolute majority of votes of members of the committee with the right to vote.
5. The committee also decides by voting on the evaluation of the English language examination; it is then listed in the record of the Debate as "excellent", "passed" or "failed".
6. The resolution on the Debate result is stated in the record of the Debate and takes one of the following forms:
 - a) Successful completion of the Debate and the final title and content of the DT were reached.

- b) Unsuccessful completion of the Debate and the requirement that the doctoral student reworks the Doctoral study report; a proposal for the deadline for submitting an application to repeat the Debate according to Art 13 is put forth; the proposed deadline may not exceed one semester after the unsuccessful Debate.
 - c) Unsuccessful conclusion of the Debate due to the evaluation of the English language examination by the grade “failed” and the requirement to repeat the English language examination; a proposal for the deadline for submitting an application to repeat the English language examination according to Art 13 is put forth; the proposed deadline may not exceed one semester after the unsuccessful Debate.
 - d) Unsuccessful conclusion of the Debate; the committee submits a proposal to the dean to terminate the DS since such serious deficiencies were found that it is unlikely that the doctoral student would successfully complete the DS.
7. In the public part of the committee meeting, the chairperson shall inform the doctoral student about the result of the Debate.
 8. The record of the Debate shall be signed by the chairperson of the committee and all the members of the committee.
 9. In case remote participants need to vote, in the record of the Debate, all present members of the committee and the reviewers shall confirm that during the Debate, mutual visual and voice contact was provided and that this connection (visual and audio) was sufficient to make a decision on voting. Remotely participating members of the committee shall sign the record later in person, or sign the record electronically complying with the relevant legislation of the state of which the member of the committee is a citizen of. The relevant signature shall appear on that copy of the record that becomes an integral part of the original of the record.
 10. The chairperson of the committee shall forward the record of the Debate to OSR no later than seven days after the Debate; OSR guarantees that the record shall be archived.

Article 13

Repeating the Debate

1. The Debate or the English language examination can be repeated only once and on the date set by the dean based on the proposal in the record of the first Debate according to Art 12 Para 6 b) and c).
2. If the resolution from the first Debate was according to Art 12 Para 6 c), then the doctoral student repeats only the English language examination. Repeating the English language examination means to rewrite the Doctoral study report and pass the examination from English language only.
3. The DS is not hereby extended, only the date of completion of the study block given by Art 9 Para 8 is postponed by the time proposed by the committee and set by the dean.
4. In order to re-take the Debate on the basis of the resolution from the first Debate pursuant to Art 12 Para 6 b), the provisions of Art 11 shall apply, except for setting up the time limit in Art 11 Para 1.
5. For the rules of procedure of the committee for repeating the Debate on the basis of the resolution from the first Debate according to Art 12 Para 6 b), the provisions of Art 12 shall apply *mutatis mutandis*, with the exception of the resolutions of Para 6 b) and c).
6. A record with a resolution shall be drawn up from the repeated examination in the English language pursuant to Art 12 Para 6 a) or d).

PART III

State doctoral examination (SDE)

Article 14

Preparing State doctoral examination and the committee

1. A full-time doctoral student must pass a SDE before the end of the 3rd year of his/her DS, a doctoral student in a part-time form of study before the end of the 4th year of his/her DS.
2. From the list of topic areas for SDE in DS published at the public part of the FIT website for the relevant semester, the supervisor together with the doctoral student choose 2 topics that correspond to the theme of the doctoral student's DT and the compulsory courses in the DS's IC; one of the topics is a general topic. The doctoral student states these topics in the application form for SDE.
3. The chairperson of BDSP approves the list of topics in accordance with the Para 2, or proposes changes. After the chairperson of BDSP and the supervisor reach agreement on the list, the topics shall become the valid list of topic areas for the doctoral student's SDE.
4. The doctoral student applies for SDE on the date specified by the schedule of the academic year. The application is submitted on an appropriate form to the OSR. To apply for the SDE, a doctoral student must have completed the relevant study block in accordance with Art 9 Para 8.
5. The doctoral student appends the following attachments to the application form:
 - a) A list of publications related to the topic of the DT with the DS's authorship shares indicated and approved in SED according to Art 5 for previous semesters; supplemented by publications from the current semester meeting the conditions of Art 6.
 - b) A list of citation to the doctoral student's publications from Para 5 a),
 - c) Copies of maximum of 3 most important peer-reviewed publications or texts accepted for publication and related to the topic of the DT, together with their reviews.
6. The chairperson of BDSP nominates SDE committee in accordance with Art. 29 SER CTU. For each topic area of the SDE, there is appointed at least one examiner.
7. The chairperson of BDSP submits the proposal for the SDE committee to be approved by BDSP.
8. Once approved in BDSP, the dean appoints the SDE committee taking into account the proposal.
9. The members of the SDE committee are acquainted with the topics of the SDE via OSR at least one week before the SDE.
10. The specified date and time of the SDE is proposed for individual doctoral students by the BDSP chairperson in accordance with the deadlines set by the relevant schedule of the academic year.

Article 15

Rules of procedure of the SDE committee

1. The rules of procedure of the SDE committee shall be governed by Art 29 SER CTU.
2. OSR shall provide the following documents for the SDE committee meeting:
 - a) The Doctoral study report, its review(s) and a record of the Debate,
 - b) Publications, as specified in Art 14 Para 5.The members of the SDE committee who attend the meeting remotely shall be given access to those documents in electronic form.
3. Members of the SDE committee with the right to vote may attend meetings of the committee remotely via online telepresence technologies, if the chairperson of the committee and the vice-dean for science and research gave a consent to it and if the members of the committee and the doctoral student were informed on the fact.
4. Prior to the SDE, OSR shall provide written questions from the designated examiners based on the topic areas approved by the BDSP for the given SDE.
5. SDE commences by a public part as an oral examination from both topic areas; the doctoral student has 30 minutes for a written preparation before the examination begins
6. At the end of the oral part of the SDE, there is a discussion about the DT and the doctoral student's publications, their citations and the progress of the work on the DT since the Debate.
7. A closed meeting according to Art 29 Para 7 SER CTU follows.
8. The supervisor and the specialist supervisor may participate in the non-public part of the SDE.
9. In the next – public – part of the SDE committee meeting, the chairperson shall acquaint the doctoral student with the result of the SDE.

10. In case remote participants need to vote, in the record on the SDE, all present members of the committee shall confirm that during the Debate, mutual visual and voice contact was provided and that this connection (visual and audio) was sufficient to make a decision on voting. Remotely participating members of the committee shall sign the record later in person, or sign the record electronically complying with the relevant legislation of the state of which the member of the committee is a citizen of. The relevant signature shall appear on that copy of the record, that becomes an integral part of the original of the record.
11. The chairperson of the committee shall forward the record of the SDE to OSR no later than seven days after the SDE; OSR guarantees that the record shall be archived.
12. In case the doctoral student failed the SDE, the doctoral student is entitled to repeat the SDE once, no later than by the end of the fourth year of the DS in full-time form of study and by the end of the fifth year of the DS in the part-time form. Failure to meet this condition is considered a breach of study obligations and is a reason for termination of the DS within the meaning of Art 4 Para 5.

PART IV Dissertation Thesis (DT) and defense

Article 16 **Submitting DT for defense**

1. The doctoral student submits an application for the DT defense to the chairperson of the BDSF via OSR on a prescribed form.
2. The DT is submitted in English. The abstract of the DT is in English and Czech. OSR shall provide a template specifying the DT format.
3. A DT must include:
 - a) On the title page:
 - The name of the university, faculty, and supervising department,
 - The title of the DT,
 - The specification "Dissertation Thesis",
 - The name of the doctoral student,
 - The name of the supervisor or specialist supervisor,
 - The year of submission of the DT.
 - b) In the introductory section:
 - The aim and goals of the DT,
 - A survey of the present state-of-the-art of the given scientific field (with reference to literature).
 - c) In the closing part:
 - An overview of the results and contributions achieved by the doctoral student,
 - Conclusions for scientific development and possible applications.
4. A DT can be written either in the form of a monograph or in the form of a collection of already published Doctoral study reports. If the DT is conceived as a set of already published articles or conference Doctoral study reports, it must be accompanied by an integrating text that sufficiently explains the connections to the main topic of the DT.
5. The application consists of the documents defined in Art 30 Para 1 SER CTU, with these specifications:
 - a) A list of publications pertaining to the DT topic and stating the doctoral student's authorship share in the publications as approved in SED in accordance with Art 5 for previous semesters and amended by publications from the current semester or accepted for publication in the current semester, and meeting conditions of Art 6.
 - b) List of other publications related to the topic of DT and other publications.
 - c) Copies of publications from a).

- d) Citations from citation databases (WoS or Scopus, possibly supplemented by citations in GS) without direct and indirect self-citations (it can be integrated into the list of publications).
 - e) Awards received for works related to the DT topic, such as an award for the best contribution at a conference, etc.
 - f) Supervisor's report: The supervisor is obliged to prepare a supervisor's report on the DT, submitted to him/her as a text ready for submission, and to pass the report on to the doctoral student. Unless the doctoral student and the supervisor agree otherwise, the supervisor is obliged to prepare the report without undue delay, but no later than one month from the day the doctoral student submits the DT to the supervisor as a ready-to-submit text.
6. The doctoral student is entitled to submit the DT for defense only if on the list according to Para 5 a), the sum of the author's share on articles accepted in peer-reviewed journals in the WoS or SCOPUS databases and in proceedings of international conferences with review procedure of evaluation class A*/A/B/C according to the Methodological Guidelines for Evaluation of Scientific Research at FIT reached at least 2.
 7. Documents submitted in an electronic form must be in PDF format in a machine-readable form.
 8. OSR shall check the formal requirements of the application and, if all the requirements of the application are not met, OSR shall return the application to the doctoral student for completion, otherwise it forwards the application to the chairperson of the BDSP.

Article 17

Preparation of the DT defense

1. The committee for DT defense is appointed according to the same rules as in Art 30 SER CTU, with the following specifications:
 - a) The DT is opposed by three reviewers who are members of the committee with the right to vote.
 - b) The reviewer is a prominent expert in the field related to the topic of DT. He/she must hold a Ph.D. or CSc.
 - c) A reviewer without a Ph.D. or CSc. title must be – as an exception – approved in advance by the FIT Scientific council.
 - d) At least one of the reviewers must have a foreign affiliation (the Slovak Republic does not count as a foreign affiliation).
 - e) A maximum of one reviewer may be an employee of CTU and two reviewers may not be employed by the same organization.
 - f) The reviewer cannot be the chairperson or vice-chairperson of the committee, neither can he/she be in conflict of interest with the doctoral student (e.g., the reviewer participated in the development of the DT or its part, the reviewer is a co-author of publications presenting the results of the DT or is a person directly subordinate or superordinate to the doctoral student, who is an employee at the same time).
2. The chairperson of the BDSP shall submit a proposal for the members of the DT defense committee for approval to the BDSP.
3. After approval in the BDSP, the dean is entitled to appoint the committee taking into account the proposal submitted by the chairperson of the BDSP.
4. OSR shall provide access to the DT and other documents attached to the application in electronic form to the reviewers and shall send them a request for the review report together with a template form for the review report. Review reports shall be written in English.
5. If the procedure is not terminated pursuant to Art 30 Para 6 SER CTU, the chairperson of the committee – in cooperation with OSR – shall set a date for the DT defense no later than 30 days after the last report has been received and at least three weeks in advance.
6. The doctoral student, the supervisor and the members of the committee are acquainted with the date of DT defense and the date is published in the public part of the FIT website.

7. OSR shall send an invitation to the DT defense committee meeting to the members of the committee at least 1 week before the DT defense and, also, OSR shall ensure access to the DT and reviews/reports in electronic form.

Article 18

Rules of the procedure of the DT defense committee meeting

1. The rules of procedure of the DT defense committee meeting are governed by Art 30 SER CTU.
2. For the committee meeting, OSR provides the committee with the following documents:
 - a) The original and available copies of the DT and copies of all 3 reviews,
 - b) The supervisor's report,
 - c) The doctoral student's CV,
 - d) The Doctoral study report, its review(s) and record of the Debate,
 - e) The record of the SDE,
 - f) Annexes according to Art 16 Para 5.The members of the committee that attend the meeting remotely shall have access to these forms electronically.
3. The members of the committee, including the opponents, with the exception of the chairperson of the committee, may attend the meeting remotely via online telepresence technologies, if the chairperson of the committee and the vice-dean for science and research gave a consent to it and if the members of the committee and the doctoral student were informed on the fact well in advance.
4. A quorum shall exist at an DT defense committee meeting if at least 2/3 of the committee members attend it.
5. If all participating members of the committee speak Czech or Slovak and all participating members of the committee and the doctoral student agree to conduct the defense in Czech or Slovak before starting the DT defense, the language of defense is Czech or Slovak. In other cases, the language of the defense is English.
6. The public part of the committee meeting shall follow this agenda:
 - a) The chairperson of the committee shall introduce the doctoral student, the members of the committee and nominate two members of the committee responsible for the record of the course of the defense; then the committee votes on their approval.
 - b) The supervisor informs the committee with his/her report.
 - c) The doctoral student acquaints the committee with the content, benefits, results and conclusions of his/her DT in the form of an electronic presentation.
 - d) Reviewers present their reports and the doctoral student comments on them.
 - e) The chairperson of the committee shall open a discussion – that might include both the members of the committee and guests – on the submitted DT and its presentation, or he/she shall present comments and observations submitted to him/her before the meeting of the committee by the public.
7. During the closed part of the meeting, the committee shall get acquainted with the draft of the record on the course of the defense, which was prepared by two authorized members of the committee and adjust the draft in the discussion, if necessary. This is followed by a secret ballot on the result of the defense pursuant to Art 30 Para 11 SER CTU.
8. If at least one member of the committee attends the meeting of the committee remotely, a secret ballot shall be held in closed part of the meeting by electronic vote. Otherwise, the committee in the non-public part votes (by default) in the form of ballot Doctoral study reports and the report on the result of the voting is prepared by two scrutineers appointed by the chairperson of the committee.
9. The supervisor or specialist supervisor may attend the closed part of the committee meeting.
10. Subsequently, the chairperson of the committee shall inform the doctoral student of the result of the voting in the next public part of the committee meeting.
11. The record of course of the defense signed by the chairperson of the committee and the minutes of the secret ballot signed by the chairperson of the committee and all participating members of

the committee shall be forwarded to OSR by the chairperson of the committee no later than the seventh day after the defense; OSR ensures its archiving.

12. In case remote participants need to vote, in the record on the DT defense, all present members of the committee shall confirm that during the DT defense, mutual visual and voice contact was provided and that this connection (visual and audio) was sufficient to make a decision on voting. Remotely participating members of the committee shall sign the record later in person, or sign the record electronically complying with the relevant legislation of the state of which the member of the committee is a citizen of. The relevant signature shall appear on that copy of the record, that becomes an integral part of the original of the record.

PART V Further provisions

Article 19

Changes of study forms

1. A doctoral student can apply for change of DS study form from full-time to part-time no later than 1 month before expiration of the standard study period.
2. Within the study block, the doctoral student may request to change the form of DS from full-time to part-time at the latest at the end of the 3rd semester of DS. The application includes a proposal for the modification of the IC approved by the supervisor.
3. Within the study block, the doctoral student may request a change in the form of DS from part-time to full-time only if he/she has met the conditions of the IC within the deadlines set for the full-time form of DS. The application includes a proposal for the modification of the IC approved by the supervisor.

Article 20

Differences and equivalences in processing DS in Czech and in English

1. Official documents are published in Czech and in an unofficial translation also in English.
2. In DS in English, the language of instruction, Debate, SDE and the DT defense is English.
3. In DS in Czech, the language of instruction and SDE is Czech. The dean grants an exception. The language for Debate is English. The language for the DT defense is regulated by Art 18 Para 5.

Article 21

Repeating DS

1. A doctoral student whose previous DS was not successfully completed can be admitted to DS again only on the basis of a successfully completed admission procedure.
2. After re-admission, the doctoral student may submit an application for recognition of compulsory courses which he/she successfully passed during the previous DS before enrollment in the current DS in accordance with the conditions set out in Art 31 SER CTU, together with the related application for shortening deadlines for particular courses and on the recognition of publications from the previous DS.
3. The supervisor and the BDSP shall comment on the applications.
4. The dean decides on the applications within 30 days.

Article 22

Appendices and methodological support

1. OSR provides methodological and administrative support to the DSP, in particular by issuing manuals, instructions and model forms and documents, which are published in the public area of the FIT website.

2. OSR ensures that a valid link to the list of predatory journals of the Institute for Democracy and Economic Analysis of the ASCR in its current version is published on the FIT website.

Article 23

Transitional provisions

1. The doctoral students that commenced their studies before January 1, 2019 shall not be subject to the study obligation required by Art 7, unless this obligation has already been stipulated in their IC. The doctoral student can add it to his/her IC after conferring with the supervisor.

Article 24

Final provisions

1. The Regulations for doctoral studies at FIT CTU in Prague from June 19, 2019 are revoked.
2. The RDS was approved pursuant to Sec 27 Para 1 b) of the Act by the Academic Senate of FIT on October 26, 2021.
3. This RDS comes into effect after approval by the Academic Senate of CTU on November 24, 2021.

Ing. Daniel Vašata, Ph.D.
Chair of Academic Senate of FIT

doc. RNDr. Ing. Marcel Jiřina, Ph.D.
Dean of FIT