

Conditions of the admission procedure for doctoral study programmes at the Faculty of Science, Charles University, for the academic year 2021/2021

The admission procedure is initiated by a completely and correctly filled application and by a payment of the admission fee. Both things must be done by 30th April, 2021.

Conditions for admission

- The applicants must finish their master studies and provide a confirmation of such no later than on 30th September, 2021. The applicants who take the final state exam in the autumn term and the applicants who are still waiting for recognition of their foreigner diploma on 30th September 2021 will provide the confirmation by 22nd October, 2021.
The applicants with a diploma from Czech universities will provide an authenticated copy of their diploma or an original confirmation of completion of a master study programme. This is not required from applicants who have completed their studies at Charles University.
The applicants from universities abroad will provide such a proof in one of the manners described at the following link: <https://www.natur.cuni.cz/eng/study/applicants/education-obtained-abroad/nostriification-for-applicants-for-master-and-doctoral-programmes-of-study>
- Successful passing of the entrance exam (unless waived).
- All the applicants who obtain at least 50 points (out of 100) at the exam will be accepted.

Application for a doctoral study programme and the admission fee

The **application** is submitted electronically through the Charles University study information system at <https://is.cuni.cz/studium/prijimacky>. The completed application must be **submitted electronically** in the study information system no later than on 30th April, 2021. The e-mail address and password provided are used to access the system throughout the whole admission procedure.

If a student is interested in multiple study programmes, separate applications must be submitted for each programme.

Application appendices:

- Curriculum vitae (obligatory)
- Transcript of current master's study courses or addendum to master's diploma (obligatory)
- A motivation letter is also required for the following doctoral study programmes: Demography, Didactics of Geography, General Geography, Regional and Political Geography, Social Geography and Regional Development.
- Brief summary of a planned doctoral project (not obligatory, but it gains the applicant extra points)
- List of applicant's published and unpublished work (or expert assessments of this work) and other documentation worth consideration (e.g. documentation of specialized courses completed, language examinations). (optional)

The **admission fee** is 720 CZK and it is paid for each submitted application. It must be paid no later than on 30th April 2021.

Payment information:

Account name: Univerzita Karlova

Account number: 19-2764980247/0100, KB Praha – město, Václavské náměstí 42, 114 07, Praha 1

Constant symbol: 0308

Variable symbol: 988018

IBAN: CZ8701000000192764980247

SWIFT (BIC): KOMBCZPPXXX

Specific symbol: ID number generated by the information system after filling out the application. In the note for the recipient provide the name of the candidate.

If paying from abroad, you need to **pay all fees** related to the transfer.

If the application does not meet all the requirements or the admission has not been paid, the faculty will ask the candidate to correct these issues and provide him/her with an adequate time to do so. If the applicant fails to correct the issues, the application will not be processed. Fees are non-refundable.

Entrance exam

Regular date: 14th June to 25th June 2021

Alternative date: 7th July to 16th 2021

The **invitation** for the entrance exam is **only sent in electronically** through the university's electronic information system no later than 30 days before the date of the exam. If the faculty sends an invitation for an alternative date of the entrance exam, this deadline may be shortened accordingly.

Entrance exam on an **alternative date** may be permitted by the dean to candidates who submit a written request **within three days** after the regular exam date. Only serious reasons are grounds for granting an alternative date, particularly health reasons. The request must be sufficiently justified in writing and the circumstances stated in the request must be documented. A second alternative date is not permitted. The request for an alternative day **is submitted and approved via the electronic information system**.

A candidate may, **for reasons of a physical handicap**, including specific learning disorders, request adaptation of the entrance exam. . The request must state specific adaptation requirements for the entrance exam and it must be accompanied by a medical report or a statement from a competent professional facility. Decisions on requests are made by the dean. The request must **be submitted electronically** by 30th April 2021. Medical handicap requests made later (e.g. during appeal) cannot be taken into account.

- The entrance exam is one round and it consists of one or more parts (as specified for individual study programmes).
- Based on a written request submitted electronically together with the application, but no later than by 12th May 2021, the dean may permit that the entrance exam will take place via information and communication technology, but only for serious and documented reasons such as health or study abroad.
- During the entrance examination the candidate must demonstrate the technical and linguistic skills to study the given field, along with abilities necessary for independent scientific work.
- The examination is graded with a maximum of 100 points, of which up to 30 points may be awarded as a bonus for giving a more specific idea of the study content and planned dissertation in the voluntary application appendix, including the dissertation topic, a brief

annotation, an anticipated supervising department and the consent of a specific supervisor to supervise such doctoral project. The number of points that can be awarded in this way is specified for individual study programmes.

Waiver of the entrance exam

The entrance examination may be waived based on a request of a candidate who has been accepted for the STARS project in the given academic years. The request must be submitted electronically by May 12th 2021.

Access to own file

After receiving the dean's decision on the result of the admissions proceeding, the candidate is entitled to access his file. The organizational and administrative conditions for perusal are established by a dean's measure.

More detailed information is available at the Department of Student Affairs.

Mailing address: Univerzita Karlova, Přírodovědecká fakulta, Studijní oddělení, Albertov 6, 128 00 Prague 2

For personal contact:

Department for Student Affairs (Studijní oddělení), Na Slupi 16 (in the Botanical garden), Prague 2

Foreigner applicants (not Slovakia): Mgr. Valerie Havrdová, phone number +420 221951154, e-mail: valerie.havrdova@natur.cuni.cz

More information is available on the website:

<https://www.natur.cuni.cz/fakulta/uchazeci>

<https://www.natur.cuni.cz/fakulta/studium/studijni-oddeleni>

Overview of doctoral study programmes in the academic year 2021/2022

All the study programmes are both in Czech and English, both full time and combined study. The standard length of study is 4 years.		
Study program (listed as the field of study in the electronic application)	Information about the entrance exam <i>The interview will deal mainly with the dissertation plane and candidate's knowledge in the given field of study. Extra requirements are listed for each study programme.</i>	Possible bonus points
Analytical Chemistry	a) A brief verification of knowledge of analytical chemistry to the extent related to	30

	<p>master's study.</p> <p>b) Reading and translation to verify ability to work with professional literature written in English.</p> <p>c) A brief discussion on planned dissertation work.</p>	
Inorganic Chemistry	<p>To facilitate the course of the interviews, the candidate prepares a short summary of their past studies and professional work. The candidate presents this summary briefly (approx. 5 minutes). The candidate also provides a list and copies of published articles, academic awards and other documents that may add extra information. A part of the interview is held in English to test the candidate's ability to communicate in English. The committee has the right to have the exam in a written form – for example in a form of a test to prove the candidate's knowledge in inorganic chemistry (at the level of master studies). The committee's decision is based on a complex evaluation of professional and language skills of the candidate, his overall motivation and dispositions for independent scientific work.</p>	0
Biochemistry	<p>The interview is divided into two parts that are aimed at testing both scientific and language skills of the candidate:</p> <p>1) short introduction and discussion of the candidate's dissertation plan (in English)</p> <p>2) proving knowledge of biochemistry at the master level</p>	20
Didactics of Chemistry	<p>The interview will take into account both expertise in the subject matter and language skills.</p>	10
Physical Chemistry	<p>Since the interview includes an assessment of the candidate's ability to communicate in English, the candidate prepares a roughly 3-minute presentation in English (no more than 5 minutes) in which they tell the committee</p>	30

	about the results of their master thesis, potentially with an abstract of their publication. There is no access to a projector. The committee asks questions in English too.	
Macromolecular Chemistry	Since the interview includes an assessment of the candidate's ability to communicate in English, the candidate prepares a roughly 3-minute presentation in English (no more than 5 minutes) in which they tell the committee about the results of their master thesis, potentially with an abstract of their publication. There is no access to a projector. The committee asks questions in English too.	30
Modeling of Chemical Properties of Nano- and Biostructures	The exam is taken in English. It consists of three parts: 1) Past scientific work of the candidate (who prepares a 3-5-minute presentation) 2) Candidate's motivation and their plan of doctoral research 3) Examination of skills necessary for computer modelling (esp. physical chemistry and chemical physics)	0
Organic Chemistry	Written preparation takes one hour. After that, the candidates are invited to an oral exam. It consists of two parts: 1) Short introduction of a planned doctoral project 2) Test of knowledge of organic chemistry (based on the book Organic Chemistry by John McMurry).	0
Anthropology and Human Genetics		30
Botany	The applicant provides the committee with a dissertation project (topic and content) both in written and electronic form. It is recommended that the project is signed by a potential supervisor. The project shall include scientific contribution, realisation plan, funding possibilities and links to the existing research of current research teams. The project is usually 1 to 3 pages long.	30

	For the entrance exam, the applicant prepares a presentation of the project for approx. 10 minutes. The committee assesses, apart from scientific skills, mainly this presentation, importance and relevance of the topic (also in relation to existing research in the field) and the clarity of the presentation.	
Ecology		30
Experimental Plant Biology	The committee assesses: 1) Quality and presentation of the dissertation project. The project may be attached to the application (as an optional supplement) or it can be brought to the interview. The applicant is expected to prepare the project together with a potential supervisor. 2. Knowledge and orientation of the applicant in the field, especially in relation to the dissertation project and previous activities (e.g. master thesis), and the applicant's motivation. The applicant must prove knowledge of current research in the field (especially in relation to the dissertation topic) and the ability to ask relevant questions, formulate hypotheses and assess them critically. 3. The committee may take into account previous activities and previous study results.	15
Animal Physiology (<i>biomedicine study programme</i>)		30
Immunology (<i>biomedicine study programme</i>)	The entrance exam consists of more parts in forms of presentations, interviews and discussions based on written preparation (tasks given by the committee). The applicants present their results from their master studies (in English). The whole entrance exam takes place in one day.	0
Microbiology (<i>biomedicine study programme</i>)		30

<p>Molecular and Cellular Biology, Genetics and Virology <i>(biomedicine study programme)</i></p>		<p>10</p>
<p>Parasitology</p>	<p>The committee assesses:</p> <ol style="list-style-type: none"> 1) Quality and presentation of the doctoral project – <i>the candidate may attach a summary to their application as an optional supplement or they can bring it to the interview (hypothesis, the time plan and methodology). Both the presentation and the reaction to committee's questions are assessed.</i> 2. Previous scientific work – <i>previous activities, especially (but not exclusively) those that are related to the doctoral project; publications and grant activities are prioritized</i> 3. Knowledge and orientation of the candidate in the field with special regards to the project – <i>the candidate must prove knowledge of the current affairs in the field and especially in the research related to the project, the candidate must show ability to evaluate scientific hypotheses, the committee may also pay attention to previous study results</i> 	<p>30</p>
<p>Developmental and Cell Biology <i>(biomedicine study programme)</i></p>	<p>The entrance exam consists of more parts in forms of presentations, interviews and discussions based on written preparation (tasks given by the committee). The applicants present their results from their master studies (in English). The whole entrance exam takes place in one day.</p> <p>The list of possible topics and supervisors offered for the academic year 2020/2021 will be available on the website of the Department of Cell Biology after 1st March 2020. We recommend that the candidates contact the supervisors in advance to discuss available projects and their requirements.</p>	<p>0</p>

Theoretical and Evolutionary Biology		0
Zoology		30
Philosophy and History of Science		0
Environmental Science		30
Applied Geology	<p>To facilitate and accelerate the admissions process for doctoral study, it is desirable that the candidate prepares a short summary of their previous professional activities and possibly presents their master thesis, publications, research results or abstracts from conferences they have attended.</p> <p>In the second part of the interview the candidate presents the scientific aim of their doctoral project.</p> <p>The committee assesses the candidate's motivation, current study and research results, along with the quality and feasibility of the project.</p>	30
Geology	<p>At the doctoral study admissions interview, the candidate should have their master thesis, a list of publications or abstracts from conferences they participated in and any academic awards they have received.</p> <p>To facilitate and accelerate the admissions process, the candidate prepares a roughly 5- to 10-minute presentation with the following:</p> <ul style="list-style-type: none"> - a summary of their previous professional activity (master thesis) - motivation and for pursuing doctoral studies - the basic research involved in the doctoral project <p>The committee assesses the overall motivation of the candidate, language skills, previous research activities as well as the quality and possible realization of the suggested project.</p>	30
Demography	The candidates prepares a written presentation (max 5,000 characters) and an approximately 10-minute oral presentation on	10

	<p>the following:</p> <p>1) summary of previous scientific activities</p> <p>2) brief presentation of the doctoral project</p> <p>The committee assesses the candidate's overall motivation, their language abilities, previous scientific results, quality and feasibility of the doctoral project.</p>	
Didactics of Geography	<p>The candidates prepares a written presentation (max 5,000 characters) and an approximately 10-minute oral presentation on the following:</p> <p>1) summary of previous scientific activities</p> <p>2) brief presentation of the doctoral project</p> <p>The committee assesses the candidate's overall motivation, their language abilities, previous scientific results, quality and feasibility of the doctoral project.</p>	10
Physical Geography and Geoecology	<p>The candidates prepares a written presentation (max 5,000 characters) and an approximately 10-minute oral presentation on the following:</p> <p>1) summary of previous scientific activities</p> <p>2) brief presentation of the doctoral project</p> <p>The committee assesses the candidate's overall motivation, their language abilities, previous scientific results, quality and feasibility of the doctoral project.</p>	0
Cartography, Geoinformatics and Remote Sensing	<p>The candidates prepares a written presentation (max 5,000 characters) and an approximately 10-minute oral presentation on the following:</p> <p>1) summary of previous scientific activities</p> <p>2) brief presentation of the doctoral project</p> <p>The committee assesses the candidate's overall motivation, their language abilities, previous scientific results, quality and feasibility of the doctoral project within the given timeline.</p>	10
General Geography	<p>The candidates prepares a written presentation (max 5,000 characters) and an approximately 10-minute oral presentation on</p>	10

	<p>the following:</p> <p>1) summary of previous scientific activities</p> <p>2) brief presentation of the doctoral project</p> <p>The committee assesses the candidate's overall motivation, their language abilities, previous scientific results, quality and feasibility of the doctoral project.</p>	
Regional and Political Geography	<p>The candidates prepares a written presentation (max 5,000 characters) and an approximately 10-minute oral presentation on the following:</p> <p>1) summary of previous scientific activities</p> <p>2) brief presentation of the doctoral project</p> <p>The committee assesses the candidate's overall motivation, their language abilities, previous scientific results, quality and feasibility of the doctoral project.</p>	10
Social Geography and Regional Development	<p>The candidates prepares a written presentation (max 5,000 characters) and an approximately 10-minute oral presentation on the following:</p> <p>1) summary of previous scientific activities</p> <p>2) brief presentation of the doctoral project</p> <p>The committee assesses the candidate's overall motivation, their language abilities, previous scientific results, quality and feasibility of the doctoral project.</p>	10