

THE SURVIVAL KIT OF THE STARS PROGRAMME

The aim of the STARS programme is to support talented students in doctoral study programmes at the Faculty. The programme is intended for both Czech applicants and applicants from other countries. The topics for the programme are listed on the website <https://stars-natur.cz/> and they are promoted at several international websites. The STARS programme is regulated by the Dean's Measure 2/2019.

All the internal supervisors can participate in the STARS programme. They can do so after submitting their project proposal to the section's coordinator. The project proposal is approved by the Research Board. The project proposal shall include also an illustrative picture and a brief abstract – these serve not only during the selection process done by the Research Boards, but also for PR of the applicants at the STARS website. [The template for the project proposals is here](#). The students who are accepted for the STARS programme can apply for a waiver of the admission procedure in order to start earlier with the preparation for the admission (visa application, diploma recognition in case of students from abroad). During their studies, the STARS students are granted with a minimum income of 20,500 CZK (either scholarship or salary). The income is granted for four years upon the condition that the annual evaluation of the student is awarded with A.

1. All the STARS students are granted a financial contribution of 10,000 CZK besides the regular doctoral scholarship (which is 10,500 CZK). In total, the STARS students are granted to receive scholarship or net income of 20,500 CZK. The head of the Faculty guarantees to pay part of these finances every year (5,000 CZK) for 13 topics in biology, 6 in chemistry, 6 in geography, 3 in geology and 2 at the Institute for Environmental Studies (so called Faculty STARS). The departments of the supervisors guarantee to pay other 5,000 CZK from their own resources (e.g. grants). It is possible to open calls for more STARS students if the given department can provide all the finances needed, i.e. 10,000 CZK monthly in addition to the regular scholarship. If you want to participate in STARS, but you do not need the Faculty's support (for instance, you have a grant that can cover all the expenses), please indicate it in your application.

2. Before made public, the topics and supervisors are approved by the Research Boards of the sections. If there are more topics than the number supported by the section, the Research Board of the given section also makes a ranking of the proposals. If a topic is not chosen (i.e. no suitable applicant is selected or such applicant turns down the position), the support of the Faculty moves to the next position in the ranking. The Research Board of the Faculty accepts the topics and supervisors selected by the Research Boards of the sections. After the approval of the topics, the section coordinators take care of the publication of the topics at <https://stars-natur.cz/>, approx. in mid-January. **We recommend that the supervisors do not rely solely on the PR done by the Public Relations Department.** In their own interest, you should promote STARS also via your channels on relevant websites in your field, via your mailing lists and on social media.

3. After the deadline of applications via the website (approx. mid-March), the section coordinators provide the supervisors with a list of applicants and other materials necessary for the selection. **The selection of the candidates for each topic is done by the supervisor in cooperation with the given research board, or also in cooperation with the section coordinator.** The students selected for the STARS programme have to submit also the

application for PhD studies, but they pass the admission procedure without the entrance exam (see part 5).

4. When selecting candidates from abroad, we recommend taking into account the need for recognition of previous education. The candidates who have completed only bachelor studies in a different country, cannot apply for a doctoral study programme in Czechia even if it is possible in their country. Valerie Havrdová (1154, valerie.havrdova@natur.cuni.cz) from the Department of Student Affairs can verify the chances of recognition of their diploma within approximately a week. Due to capacity reasons, she cannot check all the applicants, only their limited numbers. For the candidates who should finish their master studies abroad only in 2021, it is necessary to consider whether they will be able to provide the Faculty of Science with all the documents for the recognition by September 30, 2021. More detailed information is on the Faculty website, in [Czech](#) and in [English](#).

5. All the candidates selected for the STARS programme must apply for the PhD study programme by April 30. By May 12, they have to apply for a waiver of the entrance exam. Both applications are submitted electronically. **The instructions** are available on the website of the Department of Student Affairs, in [Czech](#) and in [English](#). The web **application for the application submission** is on the university website, in [Czech](#) and in [English](#).

6. After the submission of the application, or after the decision on admission, students from different countries need to do the following. The support from the Faculty is done by Ms. Pousková (Research Support Department), or by Ms. Havrdová (Department of Student Affairs).

- **Recognition of education** – needs to be done before the studies start (Department of Student Affairs)
- **Residence permit** and related documents (Research Support Department)
- **Accommodation** (Research Support Department)
- **Health insurance** (Research Support Department)

For more detailed information, see these relevant documents:

[Practical information](#)

[Instructions for PhD application at the Department of Physical and Macromolecular Chemistry](#)

7. The schedule of the STARS programme in 2020/2021

- Approx. 10. 12. 2020, the supervisors provide coordinators with topic proposals for approval by the Section Research Boards (*who also set down the exact date*)
- December 2020 Section Research Boards discuss and approved the topics and supervisors (*some Section Research Boards can work on this until the end of December via the per rollam procedure*).
- **11. 1. 2021** (Monday) new STARS call – publication of the topics is ensured by the coordinators
- **11. 3. 2021** deadline for applications via the website
- **12. 4. 2021** the supervisors inform the coordinators about their selection of candidates for their proposals; **From this moment on, the supervisors are expected to communicate with their selected candidates and inform them about next steps.**
- **30. 4. 2021** (definite deadline!) deadline for the applications for PhD study programmes
- **12. 5. 2021** deadline for applications for the waiver of the entrance exam

- Approx. **1. 10. 2021** (date will be decided), no later than on **22. 10. 2021**, the **registration for the first year of doctoral studies; students from abroad need to provide documentation about recognition of their previous education**

8. End – the STARS projects are planned for four years. After these four years, the financial support ends automatically. **The financial support within STARS also ends when the student gets B in their annual evaluation (the student continues with the studies, but outside the STARS programme). When the student gets C in the annual evaluation, the financial supports ends and measures to end their studies are taken, after such grade, the person stops being a student.**

In case of questions, please contact section coordinators:

biology: Marian Novotný marian@natur.cuni.cz extension: 1076

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