



DEAN'S DECREE (No. 14/2024)
on Admission Requirements for PhD Study Programs
at the Faculty of Arts, University of South Bohemia in České Budějovice
for the Academic Year 2025/2026

The following document is a translation of "Opatření děkana č. 14/2024, k podmínkám pro přijetí ke studiu v doktorských studijních programech na Filozofické fakultě Jihočeské univerzity v Českých Budějovicích v akademickém roce 2025/2026" (no. JU/11/02412/24), which is the sole legally binding document.

This translation is specifically for applicants to doctoral programs conducted in the English language and does not pertain to programs conducted in Czech.

Pursuant to Sections 48 to 50 of Act No. 111/1998 Coll., I hereby announce the rules for the admission procedure and the conditions for admission to the following PhD study programs accredited in English language at the Faculty of Arts, University of South Bohemia in České Budějovice (hereinafter referred to as the "Faculty"):

Study Program	Program Code	Mode of Study	Total Enrollment
Archaeology	P0222D120029	full-time/part-time	1
Theory and History of Modern Czech Literature	P0232D090015	full-time/part-time	1

1. The standard duration of the aforementioned programs is 4 years. The maximum study duration is 6 years.
2. Full-time doctoral students studying under the Czech student regime are entitled to a scholarship in accordance with the provisions of the Ministry of Education, Youth and Sports decree and the University of South Bohemia Scholarship Regulations.
3. Applicants may be admitted to PhD programs subject to the satisfactory submission of their application to the Dean's Office of the Faculty, **by April 30, 2025**. Applicants must satisfy one of the following eligibility criteria:
 - a. be a graduate who has completed a master's degree in the Czech Republic or Slovakia and, at the same time, meets the conditions specified in the present decree below; or
 - b. be a graduate who has completed a master's degree elsewhere; this is subject to Section 48, letter 3 of the Act on Universities. A graduate must provide a certified copy of their diploma, awarded on successful completion of their master's degree in compliance with the legal provisions of the foreign country. The original copy of the diploma must be accompanied by an officially certified translation into the Czech language.

Faculty reserves the right to request applicants to submit a certificate of Recognition of Foreign Education and Qualifications in the Czech Republic, awarded in compliance with Sections 89 and 90 or prior legal provisions.



4. Pursuant to Clause 3, applicants for the PhD program **Archaeology** may be admitted on the understanding that they have completed their master's degree in archaeology or related field **by September 19, 2025**, at the latest and meet all of the other requirements as set out in this decree.

Pursuant to Clause 3, applicants for the PhD program **Theory and History of Modern Czech Literature** may be admitted on the understanding that they have completed their master's degree in Czech literature or related field **by September 19, 2025**, at the latest and meet all of the other requirements as set out in this decree.

5. The admission examination takes the form of an interview. The admission interview is conducted by an admission board appointed by the Dean of the Faculty, upon the proposal of the relevant doctoral study program board. The aim of the **admission interview is to verify the candidate's factual and methodological knowledge of the relevant field, the candidate's aptitude for study, particularly their ability to conduct independent research, and the candidate's ideas about the focus of their doctoral studies and the topic of their dissertation (the candidate will present a thesis of their intended doctoral project and a list of the professional literature studied on the broader topic of their work)**. The candidate will demonstrate the corresponding results of their previous research (diploma thesis, or, in the case of applicants who are not applying immediately after completing their university studies, publications). In the admission interview for doctoral study programs, the overall aptitude for research of the candidate and the preparedness of the doctoral project will be evaluated as either "passed" or "failed".
6. The **admission interviews will take place between June 2 and June 13, 2025**. Applicants will be notified of the exact date and time of their interview, as well as any additional instructions, via email by 16th May 2025 at the latest.
7. Applicants who, due to serious reasons, are **unable to attend** the admission interview and submit a medical certificate or other credible evidence within five working days of the scheduled interview date, will be invited to attend at a later date in September. The specific date will be determined by the Dean of the Faculty.
8. Based on the information submitted by the applicant and the results of the admission interview, the admissions committee will make a recommendation regarding the applicant's admission.
9. The Dean of the Faculty, upon the recommendation of the head of the relevant department, shall decide on the admission or rejection of applicants. Applicants who have granted their consent to electronic delivery in their electronic application form will be notified of the decision via the university's electronic information system (as stipulated in § 69a paragraph 1 of the Higher Education Act). Applicants who have not granted consent to electronic delivery, or all other applicants, will be notified by registered letter addressed to their personal address as stated in the application. The notification of admission will also include the registration date for doctoral studies. Applicants are informed that as soon as the law permits,* all documents issued during the admission procedure will be delivered via the JU information system (IS STAG).

*As of the date of publication of the admission requirements, the law does not yet allow this; however, it is expected that an amendment to the Higher Education Act will enter into force on January 1, 2025, enabling fully electronic delivery. Therefore, it is highly likely that all documents issued by the faculty (in particular, by the dean) or the JU (in particular, by the rector) after January 1, 2025, will be delivered via IS STAG (rather than to a data box or by post), regardless of whether the applicant has consented to this in their application. This will apply in particular to decisions on admission or rejection, requests to complete the application, and decisions to suspend or terminate the admission procedure.

10. If an applicant disagrees with the decision of the Dean of the Faculty regarding non-admission, they have the right to request a review of the decision by the Dean, by submitting a request to the Dean within 30 days of the date of receipt of the decision. If the Dean does not grant the



request, the request will be forwarded to the Rector of the University of South Bohemia for a decision. The Rector's decision is final. For the purpose of providing necessary arguments, the applicant has the right to inspect their own documentation that served as the basis for the Dean's decision. They do not have the right to inspect the documentation of other applicants. Access to this documentation will be granted to applicants upon prior arrangement with the Study Department of the Faculty.

11. The applicant's supervisors are proposed by the admissions committee and approved by the relevant departmental board, with the main condition being that the supervisor's publication record meets the requirements for the academic title of associate professor.
12. Applications for study must be submitted exclusively electronically via the web interface <https://wstag.jcu.cz/portal/uchazec/eprihlaska.jsp>. Successful submission of an electronic application is confirmed by an automatically generated email from the IS STAG information system sent to the applicant's specified email address. The application must be accompanied by a detailed CV, work experience details, and a list of publications. The application must also include a thesis outlining the intended doctoral project and a list of relevant academic literature. Attachments to the application must be uploaded as PDF files to the application registered in the IS STAG.

Applicants who have successfully completed their master's studies by the application deadline must upload a document confirming completion of their master's degree (i.e., a diploma) to the application registered in the IS STAG. This document must be in PDF format created by an authorized conversion or as an electronic diploma issued in accordance with the eIDAS regulation.

Applicants who have not yet successfully completed their master's studies by the application deadline must submit a confirmation of completion of their studies by September 19, 2025, in the form of a PDF document created by an authorized conversion or as an electronic document bearing the qualified seal of the higher education institution. Upon submitting the confirmation of completion of studies, the student remains obligated to submit an officially certified copy of their master's diploma to the Study Department of the Faculty as soon as it is possible to do so, considering its issuance. This document does not need to be submitted by applicants who completed their follow-on master's studies at the Faculty of Arts.

13. The application fee of 700 CZK must be paid by the application deadline of April 30, 2025. Payment can only be made electronically, either by credit card via the online payment gateway or by bank transfer to the account held at ČSOB České Budějovice, account number 104725778/0300, variable symbol 6020111, constant symbol 0008, specific symbol corresponding to the system-generated number. For payments from abroad: Acc. No. IBAN: CZ 2003000000000104725778, SWIFT: CEKOCZPP, Bank: Československá obchodní banka, variable symbol and specific symbol – see above (for payments from abroad, please include your surname, first name & Faculty of Arts admission procedure in the payment note). Proof of payment is not required by the FF JU.
14. Pursuant to Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to some other Acts, Section 58, paragraph 4, **the fee for studying** in a foreign language under Section 58(4) of the Act is set. The specific amount of the fee is set out in the Statutes of the University of South Bohemia in České Budějovice