

Instructions for the scientific study to the discussion
for students of the doctoral studies of FBME CTU

The scientific study to the discussion is governed by:

Article 27, paragraphs 9 and 10 of the Regulations for students of the CTU in Prague

Article 7 of the Regulations for Doctoral Studies at the FBME CTU

Article 6, paragraph 6, of the Regulations for Doctoral Studies at the FBME CTU

Article 27, paragraphs 9 and 10 of the SER for students of the CTU in Prague

9. The study block in a professional activity includes a scientific study that is a written preparation for the dissertation. It contains a brief summary of the state of the art of the studied issue in the world (summary research), supplemented by the results of one's own work in the field of the dissertation topic. These results can also be presented by a set of publications submitted by the PhD student.

10. The study is a subject to a dissertation discussion at the training institute, **on the basis of which the final title** and content of the dissertation is determined. The supervisor, the head of the training institute and a member of the BB, as recommended by the chair of the BB, participate in the discussion with the doctoral candidate; the discussion may be performed in a foreign language. The head of the training institute shall appoint at least one reviewer of the study.

Article 7, Regulations of Doctoral Studies at the FBME CTU

1. The scientific study to the discussion is a written preparation for the dissertation thesis.

The subject of the study shall be:

- A summary of the state of the art of the topic of the dissertation
- current results concerning the topic of the dissertation thesis (may be replaced by a set of publications of the student),
- a proposal for further progress in the preparation of the dissertation thesis.

2. The student shall submit two written bound copies of the scientific study to the discussion to the doctoral degree study department upon agreement with the supervisor and the head of the training department **within 4 weeks at the latest before the termination of the study block**. The Chair of the Branch Board, if the study to the discussion is prepared in accordance with Article 7, paragraph 1, shall set the place and time of the scientific discussion at least two weeks prior to the discussion, on the basis of a proposal from the head of the training institute. The doctoral degree study department shall invite the doctoral student to attend.

2.

3. The head of the training institute appoints one or more reviewers for the scientific study to the discussion. **The reviewer must be an expert in the relevant scientific fields who holds at least a Ph.D. or CSc degree. At least one reviewer of the study must not be a member of staff of the training institute.** The doctoral student must have the opportunity to become familiar with the assessment of the reviewer(s) and the supervisor at least two working days before the discussion.

4. The members of the Examination board for the scientific discussion shall be appointed by the Chairperson of the Branch Board for each scientific discussion. The explicit members of the examination board are: the supervisor, the head of the training institution and the chairman of the Branch Board, or another member of the Branch Board appointed by the chairman (Article 27(10) of the SER CTU). The supervisor and the reviewer(s) are members of the board with the right to vote, but they cannot chair the board.

5. The Board is quorate if over one half of its members are present, but not less than three. The board passes a resolution on the results of the scientific discussion by majority of votes according to art.6 of these rules. If disagreement is expressed with the results of the study, the Board shall also decide on the reasons for such disagreement. The Board shall act by majority vote on the result of the English language exam, if this exam is passed in the form of a scientific discussion and its defence is in English. In all cases of equality of votes, the vote of the Chair of the Board shall be decisive.

6. The scientific discussion shall result in one of the following options:

- Agreement with the conclusions of the study and therefore agreement to proceed with the studies
- disagreement with the results of the study, or its conclusions - the student will rewrite the study and submit it for re-discussion within the deadline set by the chair of the BB, no later than 3 months from the date of the unsuccessful discussion
- disagreement with the conclusions of the study and finding such serious flaws in the study that it is unlikely for the student to successfully complete the studies; the Dean will terminate the studies.

7. A report of the scientific discussion shall be made and signed by the chairman of the board and all members present. The chair of the board shall ensure that this report, along with the reviewer's evaluations, is delivered to the Doctoral Studies Office at the latest on the seventh day after the discussion took place.

Article 6, paragraph 6, of the Regulations of Doctoral Studies at the FBME CTU

6. The English language exam may be replaced by a written scientific study to the discussion on the dissertation and the discussion will be performed in English. If English is the student's native language, the English language examination shall be replaced by a certificate of competence pursuant to Article 27, paragraph 2 of the SER CTU.

Request for permission to carry out a scientific discussion

- the application for permission to carry out a scientific discussion must be submitted together with 2 copies of the scientific **study in the range of 30 - 40 pages** (ring binding is sufficient) to the doctoral studies office at least 4 weeks before the end of the study block (the condition for submitting the application is the completion of all courses according to the ISP).

- The application must be signed by the doctoral student, his/her supervisor and the head of the training institute (who will propose the reviewer of the study), the signature of the chair of the BB will be ensured by the doctoral studies office.
- Please also send an electronic version of the scientific study to the e-mail of the doctoral studies department
- it is necessary to have a **presentation of about 15 - 20 minutes** ready for the discussion
- the date, place and members of the examination board for the discussion will be set by the chair of the BB, the doctoral studies department will invite the PhD student to the discussion
- the doctoral student must have the opportunity to read the reviewer's evaluation at least two working days before the discussion

Application Annexes:

Certified transcript of completed courses (provided by the Doctoral studies department)

Extract from the CTU publications database (V3S component) and copies of the three most important publications - if the PhD student has already published (if not, the PhD student does not need to provide any)