

Ordinance of the Dean of FHSS No. 12/2021

on the conditions of the admission procedure to doctoral study programmes for the academic year 2022/2023

Article I General provisions

Based on § 48-51 and § 58 par. 1 of Act No. 111/1998 Coll., on higher education institutions, the Dean of the Faculty of Health and Social Sciences of the University of South Bohemia in České Budějovice (FHSS) declares the procedures and conditions for the admission to doctoral study programmes at FHSS for the academic year 2022/2023.

Article II Doctoral study programmes

In the academic year 2022/2023, FHSS will admit students to the four-year full-time and part-time doctoral study programme of Nursing (in Czech and English version) and the four-year doctoral study programme Social Work (in Czech and English version) as full-time and part-time study.

The fee for studying in English will be determined by the Dean's Ordinance, which will be issued on the basis of § 58, par. 5 of Act No. 111/1998 Coll., on higher education institutions and amendments to other acts, and in accordance with the Rector's Ordinance on determining fees associated with studies in a specific academic year.

Article III Conditions for participation in the admission procedure

1. Graduates of the master's study programme in Nursing or graduates of related fields of medicine can apply for the doctoral study programme in Nursing. The doctoral programme in Social Work is open to graduates who have obtained a master's degree in programmes and disciplines focusing on social or health-social.
2. Applicants can register by submitting an electronic application. The electronic application form is available at: <https://wstag.jcu.cz/portal/studium/uchazec/eprihlaska.html>. After filling in the electronic form, applicants will be registered in FHSS records. The actual registration of the application will be carried out by the Office for Doctoral Studies of FHSS after the applicant submits a completed and hand-signed printed electronic application form. The English version of the application form can be downloaded from the faculty's website. It is necessary to attach:
 - a. an officially certified copy of the certificate of successful completion of university studies,
 - b. for applicants for the Czech study programmes:

- *Nursing* - an officially certified copy of a document certifying that the applicant has passed the state language examination in a foreign language (English or German),
- *Social Work* - an officially certified copy of a document certifying that the applicant has passed the state language examination in a foreign language (English),

If the applicant does not possess this document, he/she shall take the language examination in English or German of his/her choice in the doctoral study programme Nursing and in English in the doctoral study programme Social Work on the day of the admission procedure.

- c. for applicants for the study programme in English an officially certified copy of the certificate of the state language examination of TOEFL (Test of English as a Foreign Language) – 560 written points or IELTS (International Language Testing System) – 6.5 points, certificate of FCE (First Certificate in English), CAE (Certificate in Advanced English) or CPE (Certificate in Proficiency English),
 - d. curriculum vitae,
 - e. an overview of current professional activities,
 - f. list of published works,
 - g. working outline of the topic and content of doctoral thesis (title of the thesis, main object of research, research methods and research sample group, literary references) according to the template at <http://www.zsf.jcu.cz/cs/veda-a-vyzkum/doktorska-studia/dokumenty-ke-stazeni>,
 - h. supervisor proposal and his/her consent,
 - i. confirmation of the payment of the administrative fee regarding the admission procedure,
 - j. a foreigner must enclose a recommendation from two academic members of staff, a certified copy of university diploma(s) as well as the diploma supplement together with the completed application for the validation of previous university education (or a document of previous university education recognized by the Czech authorities).
3. The condition for accepting an application for doctoral studies is to pay an administrative fee of CZK 500 (EUR 20). The administrative fee can be credited to account No. 104725778/0300, a ČSOB bank account in České Budějovice, constant symbol 0308, variable symbol 6020107, the specific symbol is the applicant's number generated by the electronic application system.

Article IV

Deadline for submission

The deadline for application submission is the **3rd June 2022**. Applications (along with the required documents) should be sent to:

**Zdravotně sociální fakulta JU
Kancelář pro doktorská studia
J. Boreckého 1167/27
370 11 České Budějovice**

**Article V
Admission conditions and admission procedure**

1. The condition for admission is the successful completion of the entrance exam.
2. The entrance exam is in the form of an oral interview, in which the applicant's professional knowledge and his or her preparedness for independent scientific work in the chosen field are verified.
3. The interview also includes a professional discussion on the submitted dissertation project.
4. The knowledge of a foreign language (English, German) is assessed by a written exam if the candidate has not submitted a language state exam certificate.
5. Foreign applicants can complete the entrance interview online, and the virtual interview will take place on the same date as the interview with other applicants. The interview will also include the verification and evaluation of English language skills.
6. At the end of the entrance examination, the examination committee will compile the order of applicants proposed for admission after assessing the complexity and professional adequacy of all submitted projects and on the basis of the results of the written examination and oral interviews.
7. The Dean decides on the admission of a candidate on the basis of the recommendations of the Admissions Committee. Applicants are informed about the result of the admission procedure pursuant to § 50, par. 4 of Act No. 111/1998 Coll., on higher education institutions. Applicants may appeal against the decision within 30 days from the notification date.

**Article VI
Number of admitted students**

The Dean of FHSS has determined the following numbers of admitted students:

a) Nursing (in Czech):

- full-time: 3
- part-time: 3

b) Nursing (in English):

- full-time: 2

c) Social Work (in Czech):

- full-time: 3
- part-time: 3

d) Social Work (in English):

- full-time: 2

Article VII
Date of entrance exams


1. Entrance exams will take place on the **24th June 2022**.
2. The alternative date is set to the **1st July 2022**.
3. The Dean may allow an alternative examination date for a candidate who requests it in writing (by the examination date) due to serious and documented reasons. Participation in another entrance examination is not considered a serious reason.

Article VIII
Final provisions

The conditions for the admission procedure were discussed and approved by the Academic Senate of the Faculty of Health and Social Sciences of the University of South Bohemia on the 3rd December 2021.

This ordinance is issued in Czech and English.

In České Budějovice, 6th December 2021


Mgr. Ivana Chloubová, Ph.D.
Dean of FHSS