

# INTERNAL NORMS

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## ISSUED BY THE HEAD OFFICE OF THE ASCR FOR THE NEEDS OF THE ASCR

Section 4/2010

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Guidelines of the Academic Council of the ASCR

RE: **Rules fro Granting of the ‘Doctor of Sciences’ Degree in the ASCR**

Reg. No. KAV-56/05/SVR/2010  
from 30 June 2010

Contact: Bc. Ivana Stráalková  
Tel.: 221 403 320  
Email: [stralkova@kav.cas.cz](mailto:stralkova@kav.cas.cz)

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The ‘Doctor of Sciences’ degree was established by a resolution of the Twenty-First Session of the Academic Assembly of the Academy of Science of the Czech Republic (hereinafter only ‘ASCR’) from 18 December 2002. Its granting is regulated by the provisions of Article 62 of the Statutes of the Academy of Sciences of the CR. For the implementation of this provision, the Academic Council of the ASCR issues these Rules for the Granting of the ‘Doctor of Sciences’ Degree in the Academy of Sciences of the CR (hereinafter only ‘Rules’).

### I. General Provisions

1. THE ASCR grants the ‘Doctor of Sciences’ degree (hereinafter only ‘scientific degree’) along with the specification of the relevant group of sciences (Article I Section 3), abbreviated as DSc. (*doctor scientiarum*) after the name.

2. The scientific degree denotes an especially high scientific qualification proved by the creation of consequential and original scientific work important for the development of research in a specific branch of science and characterised by a distinctive scientific personality. The Scientific Council of the ASCR decides on the granting of the scientific degree.

3. The scientific degree is granted in the following areas of the sciences: physical-mathematical; technical; geophysical-geological; chemical; molecular-biological and medical; biological-ecological; social and the humanities; historical; and philological.

4. The scientific degree can be granted to applicants who have completed their doctoral-level university studies (see Section 47 of Act No. 111/1998 Coll., on Higher Education Institutions and on the Amendment and Supplement of Some Other Acts, or have obtained a Ph.D. degree from a foreign university), or have attained the 'Candidate of Sciences' degree (abbr. CSc., according to Section 102 of Act No. 111/1998 Coll.), or another equivalent title, and are a recognised scientific personality in his/her field of science and whose scientific creative activity and personal attitudes conform to the ethics of science.

5. To ensure the high professional level and effective coordination of the procedure for granting this degree, the Scientific Council of the ASCR has established a Panel for the 'Doctor of Sciences' Degree (hereinafter 'Panel') chaired by the Vice President of the Scientific Council of the ASCR who will appoint a Secretary of the Panel from among the Panel's members. The Panel's authorities are specified in the individual provisions of these Rules.

6. The Scientific Council of the ASCR decides on the granting of the scientific degree solely on the basis of the proposal of the Panel and the results of the relevant proceedings for the granting of the scientific degree.

7. The evidence of the granting of the scientific degree is a diploma signed by the President of the ASCR, the President of the Scientific Council of the ASCR and the Chairperson of the Panel, where the defence of the DSc. thesis (Appendix A) took place and is issued by the ASCR in a Czech version with an English translation.

## **II. Commissions for the Defences**

1. The Scientific Council of the ASCR decides on the establishment of standing commissions for the defences of dissertations to obtain the scientific degree (hereinafter only dissertation). In justified cases, the Panel is authorised to establish an ad hoc commission for an individual defence. The chairperson and deputy chairperson of the standing commissions and ad hoc commissions (hereinafter only Commissions) are appointed by the Scientific Council of the ASCR, members of the commissions are appointed by the Panel.

2. The chairpersons and deputy chairpersons of the standing commissions are appointed for a period of four (4) years and can be appointed repeatedly for more functional periods. At the proposal of the Panel, the Scientific Council can in justified cases recall a chairperson or deputy chairperson of a commission during the functional period.

3. A commission has at least nine regular members appointed by the Panel for a period of four (4) years. Members of the commission can be appointed repeatedly for more functional periods. Based on agreement of the chairperson of a commission and the Panel, the Panel can terminate the membership in a commission for individual members in justified cases. A standing commission can also have alternating members, who become regular members for individual defences based on their being authorised by the chairperson of the commission. The members of the commission are doctors of sciences, professors of higher education institutes and other prominent

representatives of the given field. Employees, who are not employed full-time at the workplaces of the ASCR, constitute at least one-third of the members of the commission; the chairperson of the commission is an employee of a workplace of the ASCR.

4. The seat of the commission is at the workplace of the ASCR, where its chairperson is an employee.

5. A commission has a forum if more than half of its regular members are present; for the defence of a dissertation, the presence of at least two-thirds of its regular members is required.

### **III. Proceedings for the Granting of a Scientific Degree**

1. The eligibility of the applicants for receiving the scientific degree is proved in proceedings for the granting of a scientific degree, at which the scientific level of the applicant is evaluated, namely predominantly on the basis of the dissertation and its defence and other scientific or professional work.

2. A dissertation is understood as either:

a) a published monograph

b) a collection of published scientific works complemented with a commentary and summary.

A dissertation must present new scientific knowledge with an international response. In the case of point b), the publications that form the background materials of the dissertation must be a thematically consistent collection of selected works.

The dissertation may be submitted in Czech or English. Having discussed it with the chairperson of the relevant commission for the defence, the applicant may in justified cases apply to the chairperson of the Panel for his/her consent with the submission of the dissertation in another language. The Panel will evaluate these reasons and issue a position paper with whose content which the applicant will be acquainted.

3. The theses of the dissertation shall contain a concise expression of the basic ideas, methods and conclusions of the dissertation of up to forty (40) pages in length. The theses should be in A5 format, the first page of the theses of the dissertation needs to be modified according the sample, which is in Appendix B of the Rules. A component of the theses of the dissertation is the list of publications, which form the basis of the dissertation, as well as the list of literature used and a résumé of up to two pages in length. The theses can be submitted in Czech or in English, in justified cases also in another language (see Article III, Section 2). The résumé of the theses is in English.

4. Proceedings are commenced on the basis of the request of the applicant, supported by at least written opinions of doctors of sciences or professors of Czech or foreign higher education institutes of the same or exceptionally of a related field to that of the person of the applicant. The authors of these opinions may not be employees of the same workplace as the applicant or be a relative of him/her. With higher education institutes, the same workplace is understood as faculty. The request

for the commencement of the proceedings for the granting of a scientific degree can be submitted by persons fulfilling the conditions pursuant to Article I, Section 4 of the Rules. In the request, the applicant also lists the group of sciences and scientific fields in which the proceedings for the granting of a scientific degree are to be commenced.

5. The applicant shall attach these documents to the request, where the documents under points c) – e) also in electronic form:

- a) proof of the successful completion of university education (diploma),
- b) proof of the granting of the academic Ph.D. degree position or proof of the granting of the scientific degree of Candidate of Sciences or proof of the granting of a title of the same standing. With degrees granted abroad, the Panel may request attestation of the recognition of the degrees in the meaning of Section 89 and 90 of Act No. 111/1998 Coll.,
- c) a curriculum vitae with an overview of the scientific work so far,
- d) a list of the publication forming the background materials of the dissertation with the impact factors of the relevant journals and with a citation analysis, and further a list of all the original scientific works with the overall data on their citation rate. List the citation analysis and number of citations according to S.C.I. in those fields where this number is a recognised indicator of scientific performance,
- e) the theses of the dissertation in twenty-five (25) copies,
- f) the dissertation in five copies and its electronic version if it is technically possible. One copy will be kept in the archives.
- g) a statement of in what labour relation the dissertation was created and how the knowledge contained in it can be utilised,
- h) a statement of your own scientific contribution and share of the work if the scientific results listed in the dissertation were acquired with co-authors,
- i) the written opinions of two Doctors of Sciences or Professors (See Art. III, Sect. 4),
- j) předkládá-li if the applicant presents a new dissertation in the same field in a new proceedings for the granting of a scientific title, a statement of who issued the denial decision, the title of the original dissertation and the definition of the differences between the two dissertations.

6. The request is submitted to the Panel. If the request does not have all of the necessary information and the applicant does not remedy the shortcomings when invited to within the set time limit, the Panel will suspend the proceedings.

7. Unless a suspension of the proceedings occurs pursuant to Article III, Section 6, the Panel forwards the request to the relevant Commission.

8. The commission evaluates the request of the applicant based on the submitted background materials and passes a resolution on whether the proceedings will continue. If the majority of the members are against the continuation of the proceedings, the commission recommends that the Panel suspend the proceedings for the granting of a scientific degree and notifies in writing the reasons for the suspension. If it is recommended to continue in the proceedings, the commission passes a resolution by a majority of the votes of the members:

- a) on the proposal of at least three opponents of the dissertation and
- b) on the proposal of the place for the defence of the dissertation to take place.

9. The proposals with their justification are submitted by the chairperson of the commission, or an entrusted member, to the Panel. Based on the proposals, the Panel will pass a resolution by secret ballot on the suspension or continuation of the proceedings for the granting of a scientific degree, it will further approve the opponents and place for the defence to take place and the result will be conveyed to the commission and the applicant.

10. Three opponents must be doctors of sciences or professors of higher education institutes. Opponents may not be the persons submitting the opinions on the dissertation pursuant to Article III, Section 4, persons from the same workplace and co-authors of a substantial portion of the publications which form the background materials of the dissertation. The opponent's opinions must contain the clear position of the opponent whether he/she recommends granting the scientific degree or not and the justification for this position.

11. Within two months of receiving the opinions of all of the opponents, the chairperson of the commission will set a date for the public defence of the dissertation. He will ensure that the defence take place no later than twelve months from the day of the submission of the request for the commencement of the proceedings for the granting of a scientific degree. It is necessary to apply to the Panel to extend the deadline with the reasons listed. The chairperson of the commission will announce the date and place of the defence no later than six week before the day of the defence to the following:

- a) the applicant,
- b) the members of the commission,
- c) the opponents,
- d) the Panel for the 'Doctor of Sciences' Degree,
- e) the employer of the applicant,
- f) the organisation and persons that might be interested in the topic of the presented dissertation.

12. The persons listed in Article III, Section 11 under letters c through f) will at the same time receive from the chairperson of the commission the theses of the dissertation with information of where they can become acquainted with the dissertation and the employees under letters a) through c) will receive the opponents' opinions.

13. The chairperson of the commission, or the deputy chairperson entrusted by him/her, chairs the defence of the dissertation. The defence is public; the participation of the opponents is mandatory. If one of them cannot attend the defence for exceptionally serious reasons, the defence may take place if the absent opponent submitted a positive opinion and the members of the commission agree that the defence takes place in the absence of this opponent. In such a case, the opinion is delivered by the person chairing the defence. The defence takes place even in the case that the opinion of one or more opponents is negative.

The applicant acquaints the commission with the dissertation. After acquainting the commission with the opinions of the opponents, the applicant answers possible questions and their comments. Subsequently, a discussion of the members of the commission follows, then a public discussion.

The presence of at least two-thirds of the members of the commission, namely pursuant to Article II, Section 2 of the Rules, is required for the validity of the defence as well as the approval of the decision on the proposal for the granting of a scientific degree.

The commission will pass a resolution on the proposal to grant, or not to grant, a scientific degree at a non-public session by secret ballot with at least two-thirds of the votes of the members of the commission present with voting rights. The members of the commission with voting rights include also the opponents present for the specific defence.

The course of the defence shall be recorded and the 'Protocol on the Defence' completed. If the applicant fails to defend the dissertation, the commission will propose a suspension of the proceedings and pass a resolution on the justification.

14. The proposal to grant or not to grant a scientific degree is submitted by the chairperson of the commission to the Panel. It will deliberate the proposal and based on a secret ballot will recommend or not recommend to the Scientific Council of the ASCR the granting of a degree. The Scientific Council of the ASCR will decide on the granting of a scientific degree by secret ballot. The presence of at least two-thirds of the members of the Scientific Council of the ASCR is required for this vote. The chairperson of the commission or his/her deputy, possibly the applicant, can request to be present during the deliberation of the proposal by the Scientific Council of the ASCR.

15. Unless the proposal for the granting of a scientific degree obtains the majority of the votes of the members of the Scientific Council of the ASCR present, it holds that the Scientific Council of the ACR has suspended the proceedings for the granting of a scientific degree. This decision is complemented by a justification.

16. If the proceedings for the granting of a scientific degree are suspended, the dissertation with the attached background materials are returned with the exception of one copy of the dissertation and the theses to be archived to the applicant along with the justification. A new request can be submitted at the earliest two years from the suspension of the proceedings.

17. At the request of the applicant, the Panel can suspend the proceedings for the granting of a scientific degree.

18. The applicant can submit objections to the procedure of the proceedings for the granting of a scientific degree to the President of the Scientific Council of the ASCR, which will be discussed in the Scientific Council of the ASCR, and it will decide on the correctness of the procedure.

19. The applicant can appeal the decision of the Scientific Council of the ASCR pursuant to Article III, Section 15 to the President of the ASCR; the decision of the President of the ASCR is final.

20. The proceedings for the granting of a scientific degree are not subject to the Administrative Code.

#### **IV. Subsidiary and Final Provisions**

1. The functional period of the current chairpersons, deputy chairpersons and members of the commissions ends on 31 September 2013.

2. The costs for the proceedings for the granting of a scientific degree (travel expenses of the members of the commissions and opponents from the CR and SR, the elaboration of the opponents' opinions, the production and presentation of the diplomas) are covered by the ASCR within the approved budget for the relevant year. The Secretariat of the Scientific Council of the ASCR will ensure the administrative agenda connected with the granting of a scientific degree.

3. These Rules come into effect as of 13 July 2010. At the same time, the Guidelines of the Academic Council of the ASCR No. 3/2006 The Rules for the Granting of the 'Doctor of Sciences' degree in the Academy of Sciences of the CR are cancelled.

Prof. Ing. Jiří Drahoš, DrSc., dr. h. c.  
President of the ASCR

Appendixes:

- A. Sample of a Diploma of the Scientific Degree (text part)
- B. Sample of the First Page of the Theses of the Dissertation

## Appendix A

### Sample of the Diploma of the 'Doctor of Sciences' Degree – Small (text part)



AKADEMIE VĚD  
ČESKÉ REPUBLIKY

THE ACADEMY OF SCIENCES OF THE  
CZECH REPUBLIC

Diplom vědeckého titulu  
doktor věd  
Číslo XXXX

AFFIDAVIT OF THE SCIENTIFIC  
DEGREE OF  
DOCTOR OF SCIENCES  
Number XXXX

AKADEMIE VĚD  
ČESKÉ REPUBLIKY  
rozhodnutím  
Vědecké rady AV ČR  
na jejím XXXX. zasedání dne XX. XXXXX  
20xx

číslo protokolu XXXX  
podle článku 62 Stanov  
Akademie věd České republiky  
udělila  
XXXXXX XXXXXXXXXXXX, CSc. (Ph.D.)  
naroznému dne XX. XXXXXXXX 19XX

v XXXXX  
na základě řízení  
ukončeného obhajobou disertace  
před komisí

pro obhajoby disertací  
XXXXXXXXXXXXXXXXXXXXX,  
při XXXXXXXXXXXXX  
dne XX. XXXXXXXXX 200X

vědecký titul  
DOKTOR  
XXXXXXXXXXXXXXXXXX  
ve zkratce DSc. za jménem



razítko AV ČR  
stamp of the ASCR

jméno, příjmení, tituly  
předseda Akademie věd České republiky  
President,  
Academy of Sciences  
of the Czech Republic

jméno, příjmení, tituly  
předseda Vědecké rady Akademie věd České republiky  
President,  
Scientific Council  
of the Academy of  
Sciences of the  
Czech Republic

jméno, příjmení, tituly  
předseda Komise pro obhajoby disertací  
Chairperson,  
Commission for the  
Defence of Dissertations  
XXXXXXXXX, XXXXXXXXX

ACADEMY OF SCIENCES  
OF THE CZECH REPUBLIC  
by the decision  
of the Scientific Council of the ASCR  
taken at its XXXXth Session on XX  
XXXXX 20xx  
Protocol No. XXXX  
pursuant to Article 62 of the Statutes  
of the Academy of Sciences of the Czech  
Republic  
has awarded  
JXXXXX XXXXX, CSc. (Ph.D.)  
born on XX XXXXX 19XX in XXXXX  
on the basis of proceedings  
concluded by the successful defence of  
his/her dissertation  
before the Commission for the Defence  
of Dissertations  
XXXXXXXXXXXXXXXXXXXXX,  
at XXXXXXXXXXXXX  
on XX XXXXX 20xx  
scientific degree  
DOCTOR XXXXXXXXX  
abbreviated as DSc. after the surname







# AKADEMIE VĚD ČESKÉ REPUBLIKY

## Appendix B

Sample of the First Page of the Theses of the Dissertation

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Academy of Sciences of the Czech Republic

Theses of the Dissertation  
for Obtaining the 'Doctor of Sciences' Degree  
in the Category of the Sciences .....

.....  
Title of the Dissertation

Commission for the Doctoral Dissertation Defence in the Field

.....

Applicant's Name .....

Workplace of the Applicant .....

Place and Date .....