

# INTERNAL NORMS

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Guidelines of the Academic Council of the ASCR

RE: **Rules for Granting the ‘Doctor of Sciences’ Degree by the ASCR**

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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 Sciences of the Czech Republic (hereinafter only ‘ASCR’) on 18 December, 2002. The granting is regulated by the provisions of Article 62 of the Statutes of the ASCR o. For the implementation of this provision, the Academic Council of the ASCR issues these Rules for Granting the ‘Doctor of Sciences’ Degree by the ASCR (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 scientist. The Scientific Council of the ASCR decides on granting the scientific degree.

3. The scientific degree is granted in the following areas of 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 has completed doctoral-level university studies (see Article 47 of Act No. 111/1998 Coll., at a Higher Education Institution and on the Amendment and Supplement of Some Other Acts, or has obtained a Ph.D. degree at a foreign university), or has attained the Candidate of Sciences' degree (abbr. CSc., according to Article 102 of Act No. 111/1998 Coll.), or other equivalent degree, and is a recognised scientist 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 Committee for the "Doctor of Sciences" Degree (hereinafter Board) chaired by the Vice President of the Scientific Council of the ASCR who will appoint a Secretary of the Board from among the Board members. The Board members are specified in the individual provisions of these Rules.

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

7. The certificate of granting 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 Board, 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. The English version presents the degree Research Professor as the equivalent of the Czech degree of "DSc."

## **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 Board is authorised to establish an ad hoc commission for an individual defence. The chairperson and deputy chairperson of 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 Board.

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 Board, 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 Board for a period of four (4) years. Members of the commission can be appointed repeatedly for more functional periods. Based on the agreement of the chairperson of a commission and the Board, the Board can terminate the membership in a commission for individual members in justified cases. A standing commission can also have alternate members, that become regular members for individual defences when authorized 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, that 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, and the chairperson is an employee of the ASCR workplace.

5. A commission has a forum if more than a 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 Granting the Scientific Degree**

1. The eligibility of the applicants for receiving the scientific degree is proved in proceedings for granting the 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) Published monograph

b) 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 Board for his/her consent with the submission of the dissertation in another language. The Board will evaluate these reasons and issue a position paper with whose content 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 to the example, which is in Appendix B of the Rules. A component of the theses of the dissertation is the list of publications, that form the basis of the dissertation, as well as the list of used literature 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 a scientific field in which the proceedings for granting the scientific degree are to be commenced.

5. The applicant shall attach to the request following documents also in the electronic form items c) – e):

- a) certified proof of the successful completion of university education (diploma),
- b) certified proof of the scientific degree the “Candidate of Sciences“ or proof the granting of a granted title of the same standing. With degrees granted abroad, the Board may request a certificate of a granted degree in the meaning of Article 89 and 90 of Act No. 111/1998 Coll.,
- c) Curriculum vitae with an overview of the scientific work accomplished,
- d) List of the publications 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 of the citation analysis and a number of citations according to S.C.I. in those fields where this number is a recognised indicator of the scientific performance,
- e) Theses of the dissertation in ten (10) copies,
- f) Dissertation in five copies and an electronic version if it is technically possible. One copy will be kept in the archives.
- g) Statement of an employee ‘s legal status in relation to a workplace where knowledge of the dissertation can be utilised,
- h) Statement of an applicant’s assessment of a scientific contribution and a part in the work if scientific results listed in the dissertation were acquired with co-authors,
- i) Written opinions of two Doctors of Sciences or Professors (See Art. III, Sect. 4),
- j) Applicant presents a new dissertation in the same field for new proceedings for granting the scientific degree, a statement declaring the person’s name that issued the denial decision, the title of the original dissertation and the definition of the differences between the two dissertations will be attached.

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

7. Unless a suspension of the proceedings occurs pursuant to Article III, Section 6, the Board 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 Board suspends the proceedings for granting the scientific degree and notifies in writing 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 of the defence of the dissertation to take place.

9. The justified proposals with their justifications are submitted by the chairperson of the commission, or an entrusted member, to the Board. Based on the proposals, the Board will pass a resolution by secret ballot on the suspension or continuation of the proceedings for granting the scientific degree, it will further approve the opponents and the place of the defence and these 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 opinions on the dissertation pursuant to Article III, Section 4, the 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 opinions of all of opponents, the chairperson of the commission will state a date for the public defence of the dissertation. He will ensure that the defence will 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 the scientific degree. It is necessary to apply to the Board 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 weeks before the submission deadline to the following:

- a) the applicant,
- b) the members of the commission,
- c) the opponents,
- d) the Board for granting 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 the statement containing information where they can learn about 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 chairs the defence of the dissertation. The defence is public; the participation of the opponents is mandatory. If one opponent cannot attend the defence due to exceptionally serious reasons, the defence may take place if the absent opponent submits a positive opinion and the members of the commission agree that the defence takes place in the absence of this opponent. In such case, the opinion is delivered by the person chairing the defence. The defence takes place even in the case 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 granting the scientific degree.

The commission will pass a resolution on the proposal to grant, or not to grant, the scientific degree at a non-public session by secret ballot with at least two-thirds of the votes of the members of the present commission members 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 proceedings and will pass a resolution on the justification.

14. The proposal to grant or not to grant the scientific degree is submitted by the chairperson of the commission to the Board. 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 the degree. The Scientific Council of the ASCR will decide on the granting the 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 granting the scientific degree obtains the majority of the votes of the present members of the Scientific Council of the ASCR, it holds that the Scientific Council of the ACR has suspended proceedings for granting the scientific degree. This decision is complemented by a justification.

16. If the proceedings for 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 a 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 Board can suspend the proceedings for granting the scientific degree.

18. The applicant can submit objections to the procedure of the proceedings for granting the scientific degree to the President of the Scientific Council of the ASCR,

to be discussed by 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 granting the scientific degree are not subject to the Administrative Code.

#### **IV. Final Provisions**

1. The costs for the proceedings for granting the scientific degree (travel expenses of the members of the commissions and opponents from the CR and other European countries, 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 granting the scientific degree.

2. These Rules come into effect as of July 25, 2014. At the same time, the Guidelines of the Academic Council of the ASCR No. 4/2010 The Rules for Granting the 'Doctor of Sciences' degree by the Academy of Sciences of the CR are cancelled.

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

Appendixes:

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

## Appendix A

### Example of Diploma of 'Doctor of Sciences' Degree



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  
RESEARCH PROFESSOR  
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.)  
narozněmu 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 VĚD  
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 XXXXXXXXXXXXXXXX  
on XX XXXXX 20xx  
scientific degree  
RESEARCH PROFESSOR of  
XXXXXXXXXX  
abbreviated as Res.Prof. following the  
surname



Example of Diploma of 'Doctor of Sciences' Degree – large (text part)

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THE ACADEMY OF SCIENCES OF THE CZECH REPUBLIC

DIPLOMA OF THE DOCTOR OF SCIENCES DEGREE

Number XXXX

Xxxxxx XXXXXXXXX, CSc. (Ph.D.)

Doctor xxxxxxxxxxxxxxxx xxxx xxxxxxxx

The scientific degree of Doctor of Mathematical Sciences has been granted  
by the Academy of Sciences of the Czech Republic pursuant to Article 62 of the Statutes of the Academy of Sciences of the Czech  
Republic

on the basis of the given proceedings and the defence of the dissertation

XXXXXXXX XXXXXXXX XXXXXXXX XXXXXXXX XXXXXXXX XXXXXXXX XXXXXXXX XXXXXXXX XXXXXXXX XXXXXXXX

XXXXXXXX XXXXXXXX XXXXXXXX XXXXXXXX XXXXXXXX

by the decision of the Scientific Council of the ASCR taken at its XXXXth Session on XX. XXXXX 20XX

as an affirmation of high qualifications proved

by significant scientific works

important for the development of scientific knowledge.

Name, Surname and De-  
gree

President

Academy of Sciences  
of the Czech Republic

Name, Surname and De-  
gree

President of the Scientific

Council  
Academy of Sciences  
of the Czech Republic

Name, Surname and De-  
gree

Chairperson of the Com-  
mission for the Defence of  
Dissertations

Xxxxxxx xxxxxxx xxxxx  
xxxxxx xxxxxxx

Prague, XX December  
20XX



# AKADEMIE VĚD ČESKÉ REPUBLIKY

## Appendix B

Example of the First Page of the Theses of Dissertation

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Academy of Sciences of the Czech Republic

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

.....  
Title of Dissertation

Commission for the Doctoral Dissertation Defence in the Field

.....

Applicant's Name .....

Workplace of Applicant .....

Place and Date .....