Charles University

Methodological Seminar for Supervisors

- October 21, 2026



Charles University

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Chapter 1

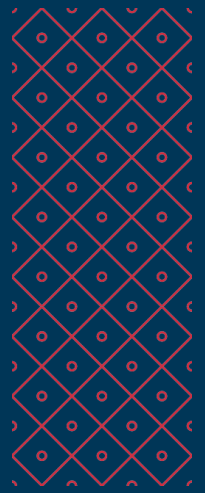
Doctoral Study at Charles University in Figures



Charles University

Doctoral Study at Charles University in Figures

- In 2025, a total of **5,882** students were enrolled in doctoral study programmes.
- In 2025, **1,583** applications were submitted to doctoral study programmes, of which **862** applicants subsequently enrolled.
- In 2025, **880** graduates were awarded the Ph.D. degree.
- In 2025, a total of **226** doctoral study programmes were accredited in Czech and **137** doctoral study programmes in foreign languages.



Chapter 2

Regulations and Practical Information



Charles University

Higher Education Act (111/1998 Coll.) § 47 – Doctoral study

- Standard Length of Study
- Individual Study Plan (ISP)
- Supervisor
- Subject Area Board
- Completion of Studies: Dissertation Defence
- Award of the Academic Degree: Ph.D.

Higher Education Act (111/1998 Coll.)
§ 91a – Doctoral study income and doctoral scholarship

- Doctoral students in the full-time form of study are entitled to receive a **doctoral study income** throughout the standard length of study.
- This income consists of a **doctoral scholarship, salary for work** on activities related to the dissertation project, or a **combination of both**.
- Where a scholarship is awarded, its amount (or the combined amount of the scholarship and salary) must exceed **1.2 times** the national minimum wage (as of 1 July). For the 2026/27 academic year, this amount is CZK **26,880.**
- The doctoral study income is paid only once, even if a student is enrolled in more than one study programme.

Doctoral Study Income and Doctoral Scholarship at Charles University

- From the 2026/27 academic year, the minimum doctoral study income at Charles University is the **same for both continuing and newly enrolled** doctoral students (faculties may specify additional conditions).
- The award of a doctoral scholarship is conditional upon the **submission of an application**, which must be submitted through the Student Information System (SIS).
- A new application must be submitted **each year.** Any changes (for example, changes in the salary received for work related to the dissertation project) must be reported without delay.
- The doctoral scholarship is paid in arrears as a **regular monthly payment.**
- Following the **evaluation of the Individual Study Plan** (ISP), where the assessment result is grade C, the doctoral scholarship will be **reduced**, so that the doctoral scholarship amounts to 50% of the minimum doctoral study income.

Charles University Regulations Governing Doctoral Studies

1. **Charles University Constitution:** Articles 22a and 22b / effective date: 1 October 2026.
2. **Scholarship and Bursary Rules of Charles University:** Part II – *Doctoral Income and Doctoral Scholarship* (Articles 18–22) / effective date: 1 October 2026.
3. **Code of Study and Examination of Charles University:** Part III – *Study in a Doctoral Programme of Study* (Articles 48–64) / effective date: 1 October 2026.

… a summary and further information are available on the Doctoral Study website: https://phd.cuni.cz/PHDEN-1.html.

About Doctoral Studies I.

- Doctoral studies at CU are not organised within the ECTS credit system.
- No credits are awarded for courses intended exclusively for doctoral candidates.
- The maximum period of study is **eight years**.

Interruption of Studies

- Not permitted during the period in which the fulfilment of the Individual Study Plan (ISP) is being evaluated.
- Special focus on parenthood or serious health reasons – such interruption period is NOT counted to maximum period of study.

Form of Study

- Full-time / Part-Time
- Change of form of study possible (with opinion of the supervisor and the Subject Area Board).

About Doctoral Studies II.

Study Requirements

- State Doctoral Examination or Dissertation Pre-defence

Transfers Between Study Programmes

- Transfers between doctoral study programmes are not permitted at CU.
- It is possible to apply to a new doctoral study programme through a new admission procedure (with the possibility of recognition of previously completed study requirements by SAB) x reduced period of entitlement to doctoral study income.

Key Stakeholders in Doctoral Studies at CU

Supervisor – Guides the doctoral candidate, recommend relevant literature and sources, … The supervisor is appointed by the Dean and may be replaced.

Advisor - Complements the academic guidance provided to a doctoral candidate; advisor is a specialist in a particular field.

Subject Area Board - Approves both proposals for and evaluations of ISP and responds to requests submitted by doctoral candidates. The Board is chaired by its Chair, who simultaneously serves as the guarantor of the relevant doctoral study programme.

Head of the Department - May be invited to comment on both the proposed Individual Study Plan (ISP) and its evaluation.

Individual Study Plan (ISP)

- Study in a doctoral study programme **follows an Individual Study Plan** (ISP).
- A student in a doctoral programme of study is **obliged to submit** the ISP to the supervisor in the SIS. The faculty may set a compulsory deadline by which the ISP must be submitted.
- The supervisor must refer the **draft** of ISP to the Subject Area Board no later than within two months of the beginning of the academic year for which the student registered.
- The ISP becomes **binding** on the student upon the approval thereof by the Subject Area Board.
- A student in a doctoral study programme may apply for a **change** to the ISP, which is approved by the Subject Area Board on the basis of the supervisor's opinion.

Individual Study Plan (ISP) - assessment

- The fulfilment of the ISP is subject to regular assessment, which is held **at least once a year**; more frequent evaluations may be prescribed and, in justified cases, an individual evaluation schedule may be established.
- **The evaluation of the ISP is based on the following scale**:
  A. the student has fulfilled his or her ISP;
  B. the student has failed to fulfil certain requirements under the ISP or has not fulfilled the requirements in sufficient quality;
  C. has breached his or her obligations under the ISP in a serious manner;
  D. has breached his or her obligations under the ISP in a very serious manner; in such case the student has failed to meet a requirement under this Code and his or her study will be terminated.
- Following the **evaluation of the Individual Study Plan** (ISP), where the assessment result is grade C, the doctoral scholarship will be **reduced**, so that the doctoral scholarship amounts to 50% of the minimum doctoral study income.
- The Subject Area Board may also request the opinion of the head of the workplace providing operational and technical support to the student.

Benchmark for Supervisors

Rector's Directive No. 42/2026 – Benchmark for Supervisors and Consultants in Doctoral Programmes of Study at Charles University

Provides a more detailed definition of the role of the supervisor and the principles of supervision beyond the provisions of the Code of Study and Examination.

- Who may act as a supervisor.
- The maximum number of dissertations a supervisor may supervise.
- The termination of a supervisory appointment.
- Conflict of interest.

Principles of the supervision

Recommended topics to be discussed with a doctoral candidate:

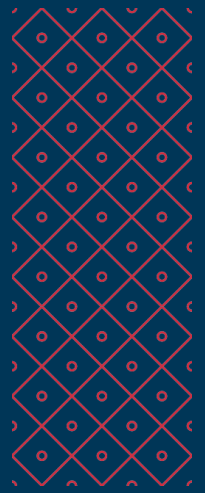
1. Expected form of support
2. Advisor
3. Arrangements for meetings with the supervisor
4. Co-authorship
5. Additional research projects
6. Cotutelle arrangements and international activities
7. Development of specific skills
8. Teaching activities
9. Academic mobility
10. Publications
11. Networking
12. Career development after PhD

Determining the fee for supervisors

- This area is governed by Rector's Directive No. 34/2025, *36/2021: Determining the fee for supervisors of students after their completion of the doctoral programme of study*
- All supervisors of doctoral candidates at Charles University whose students complete their studies within the standard length of study + 1 year are entitled to remuneration in the amount of **CZK 50,000**.
- For the purpose of calculating the duration of doctoral studies, the period of all previous studies within the same study programme is taken into account, as well as the period of any previous programme from which the student was transferred to the current programme.

Three Types of Exceptions Are Permitted

- Study periods **exceeding the standard length** of study plus one year may be taken into account.
- Previous studies may be **excluded** where the prior and successor study programmes **differ substantially**.
- The fee may be **waived** if a previously discontinued **programme is closely related** to a programme subsequently completed by the student.



Chapter 3

Mobility and Study Abroad

Placement Requirement

- As a rule, the Individual Study Plan (ISP) stipulates the completion of an **international placement lasting more than 30 days**.
- However, there are options for fulfilling this requirement through a series of shorter international mobility activities or, particularly in the case of part-time doctoral candidates, by **substituting** it entirely with an activity involving an international dimension (for example, participation in or organisation of an international conference in the Czech Republic).
- Any alternative arrangement concerning the fulfilment of the placement requirement is subject to approval by the Subject Area Board and should be discussed with the Board in advance.
- Further information for outgoing students is available under Study Abroad.

Cotutelle

- Concurrent enrolment at Charles University and a partner university abroad.
- Two supervisors and a single doctoral thesis.
- Degrees awarded by two universities (leading to one academic qualification).

The Number of Cotutelle Agreements Continues to Increase

- Since 2017, more than 100 cotutelle agreements have been concluded.
- The most frequent partnerships have been established with universities in France, Germany, Belgium, and the Netherlands.

Support and Funding for Mobility Activities

- At CU: the **Charles University Mobility Fund**, **PROGRES**, faculty funding schemes, **Erasmus+**, and other programmes.
- Financial support provided by the partner institution.
- Research grant projects (GA CR, TA CR, GA UK, SVV, PRIMUS, UNCE, etc.).
- Additional sources, including external institutions (e.g. the **French Institute in Prague**) and scholarship foundations.

All information, guidance materials, and updates are available at: https://mus.cuni.cz/

Contact person: Mgr Jan Potoček | jan.potocek@ruk.cuni.cz
Department for the Quality of Education and Accreditation | Charles University Rectorate

Charles University

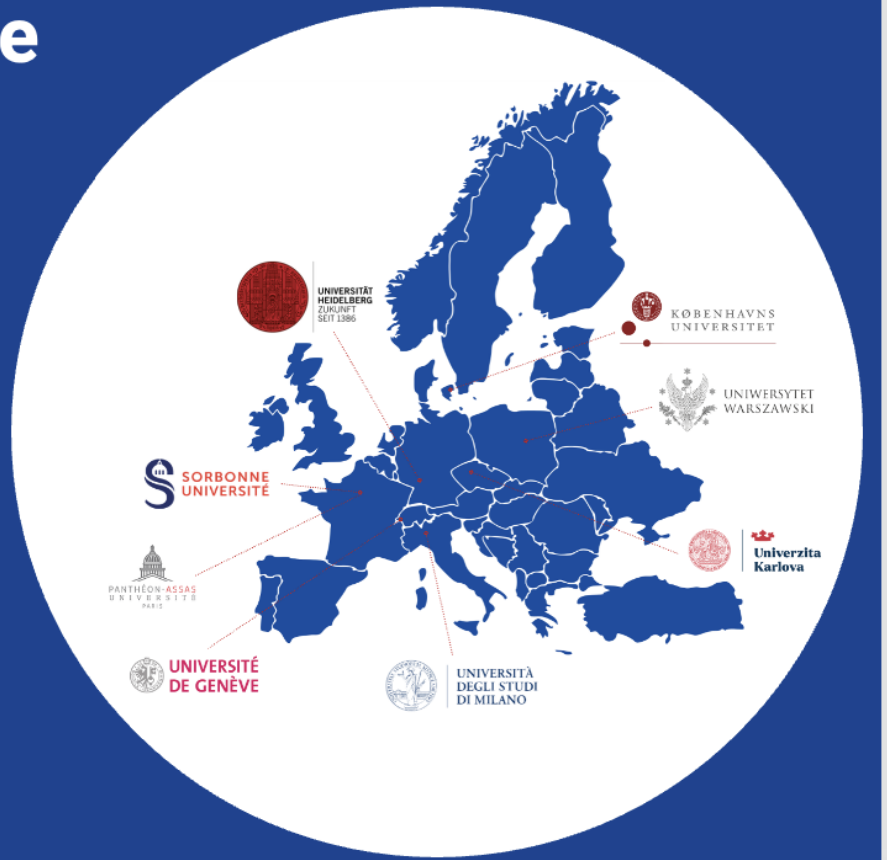
As a CU student, you are also a 4eu+ student.

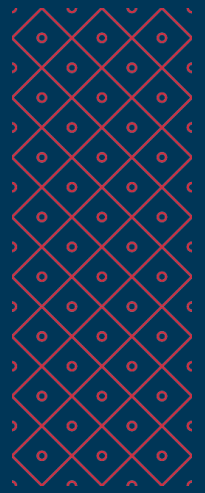
What does it mean for you?

Explore opportunities to study, research, collaborate and connect across eight European universities.

www.4euplus.eu @4EUplusAlliance

Join the CU 4EU+ WhatsApp Student Community!





Chapter 4

Support

Support for Doctoral Candidates

- The Doctoral Study Hub offers **transferable skills courses that** develop skills useful not only for writing a doctoral thesis but also for a research and professional career.
- An overview of planned **educational and other events** is also sent to doctoral candidates by email each month in the Newsletter for PhD Students and advertised in abbreviated form on Charles University social media channels.
- Examples of such courses include academic writing, presentation of research results, statistics, careers in research, stress management, and many others. These and other courses can be found on the Educational Portal.
- Another option is to make use of recordings of courses or interactive courses available in Moodle.
- Currently offered courses and events can be followed on the Doctoral Studies website in the section Calendar of Events and Courses for Doctoral Candidates.

Support for Supervisors

- **Seminars for supervisors**
  - Available courses can be found on the Educational Portal.
  - An overview of available activities and other forms of support is provided on the Doctoral Studies website.

- Supervisors may also make use of services offered by **CU Point** and faculty-based support, including consultations, counselling, and other forms of guidance.
- Basic information for supervisors is available here.

Seminars for Supervisors

Introduction to open science and publishing
November 3 | 2 PM - 3:30 PM (in English) | online (Teams)
Registration

Research Data Management
November 10 | 3 PM - 4:30 PM (in English) | online (Teams)
Registration

Note: If you are unable to register (for example, in the case of external supervisors), please contact:
katerina.plachtova@ruk.cuni.cz

Information Resources and Contacts

- Contacts to faculties in agenda of doctoral study
- Student Affairs Department - Contacts to Doctoral Studies Office
- Intranet CU - Agenda of Doctoral Studies
- Web site of Doctoral study
- Doctoral Study Hub – offers courses of transferable skills
- Research and Funding Facilitation – website of the Research Support Office
- Study Abroad – website of the International Relations Office
- Inter-University Study – website of the Department for the Quality of Education and Accreditation
- FAQs on Doctoral Sudies at Charles University



Thank you for your attention!

Mgr. Lukáš Nachtigal

Head of doctoral study office

Ovocný trh 560/5
116 36 Praha 1

lukas.nachtigal@ruk.cuni.cz
+420 224 491 667
www.cuni.cz

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