

**Regulation**  
**of the Dean of the Faculty of Finance and Accounting**  
**No. 1/2014**  
**on certain conditions of study in doctoral degree study programmes at the**  
**Faculty of Finance and Accounting of Prague University of Economics and**  
**Business (valid since 1. 10. 2021)**

**§ 1 Scope of validity**

This regulation regulates – in accordance with the Study and Examination Rules of Prague University of Economics and Business for doctoral studies (hereinafter referred to as “SER”) – certain conditions of doctoral degree programmes accredited at the Faculty of Finance and Accounting (hereinafter referred to as the “FFÚ”).

**§ 2 Publication obligations of students**

1. The student is required to regularly publish in professional journals, in which the contributions are subject to a review procedure (hereinafter referred to as “professional peer-reviewed papers”)<sup>1</sup>. The minimum number of professional peer-reviewed papers for a student is as follows:
  - a) one article by the date of submission of the application for the state doctoral examination,
  - b) a total of two articles from the beginning of the doctoral study to the date of submission of the application for the defense of the dissertation.If a student publishes a Jimp paper without co-authors, while the supervisor is not considered as a co-author, the Dean can excuse them the second paper if requested. In publishing activities, the student should focus primarily on papers in quality journals in the higher quartiles of AIS / SJR.
2. The student’s results of the research activities are obligatory to be presented at conferences, and up to the date of filing the application for a state doctoral examination is the student’s duty to have at least one active presentation<sup>2</sup> at a professional conference, thematically appropriate with the dissertation thesis or their studies. Quality foreign conferences are preferred.
3. The student is obligated to regularly record the publications resulting from research activities in doctoral studies at the Faculty of Finance and Accounting at the University of Economics in Prague, only in publications’ database in the information system of the University of Economics in Prague.

**§ 3 Other student duties**

1. Students in full-time doctoral study are required to participate in the activities of the department, in accordance with the individual study plan and in agreement with the supervisor. This cooperation is determined by the head of the department.
2. Students’ duty is to participate in research projects and according to the instructions of the supervisor also must participate in other research activities (e.g. research and methodological seminars, etc.).

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<sup>1</sup> Professional peer-reviewed paper in a professional periodical means an original / review paper in a professional periodical, which is contained in the Web of Science – Clarivate (Jimp) or SCOPUS (Jsc) database, or an article in other high-quality professional peer-reviewed journals (Jrec) with a focus suitable for doctoral studies.

<sup>2</sup> As active conference presentation is considered a presentation that results in a scientific contribution in the proceedings, which are assigned an ISBN, or ISSN and ISBN, and which gets registered in The Conference Proceedings Citation Index of Clarivate, or in the SCOPUS database, or the proceedings are from some other high-quality science-oriented conference, or the paper gets published in a journal in the form of a Special issue from a conference where the student had an active presentation. The minimum required scope of any published presentation at the conference is 2 pages and the paper must be of a research nature. In unclear cases of presentations at conferences with a published paper in the scientific proceedings, the Vice-Dean for Research and Doctoral Studies decides whether the condition of at least one active presentation of the student at the conference is met.

3. Students' duty is, at least once per semester, to inform in person the supervisor about their studies or the results of the research activities. Only the supervisor may decide that other forms of exchanging the information than personal are possible (e.g. electronically).
4. The student is obliged to complete a part of their study period at a foreign institution for at least one month or participation in an international creative project with the results published or presented abroad or any other form of direct student participation in international cooperation; doctoral student must complete this by the registration date of their application for the small dissertation defense. In case of uncertainties it shall be decided by the guarantors of the relevant field / program after receiving the supervisor's opinion.

#### **§ 4 Particulars of a dissertation thesis**

1. A dissertation thesis (hereinafter referred to as thesis) is the type of research bringing new knowledge in the field of student's studies. Its basic features particularly include scientific approach to the elaboration of the subject, using modern research methods and a public presentation of research results.
2. Subject of the thesis, its rough structure, the basic objectives of the thesis, expected research methods and current scientific knowledge in the examined issues including an overview of local and foreign publications are presented by the student, after supervisor's approval, to the appropriate department (i.e. the thesis or dissertation project). During processing the thesis, the student has an obligation to regularly consult the elaboration of a given topic with the supervisor.
3. The thesis has a form of a research paper (monograph), bringing new knowledge in the field of their studies or the form of the original and published files or results accepted for publication (Papers) with concrete results from methodologically or thematically related areas (hereinafter referred to as file). The form of the thesis is a subject to the approval of the supervisor.
4. At least one paper from this file must be a professional Jimp paper or two papers must be professional Jsc papers. Papers listed in the previous sentence cannot be published in co-authorship; as co-author for the purposes of the first part of that sentence is not considered a supervisor, if the author is the first or corresponding author.
5. The minimum number of papers in a set of papers is 3. The minimum number of three papers is calculated using the papers' authorship and an equal paper distribution by the number of co-authors is used; the supervisor is not regarded as a co-author. The supervisor arbitrates incidental obscurity in paper distribution.
6. The number of papers must be sufficient in order to submit a final thesis. Papers must be published in respected and widely recognised journals and the exclusive affiliation from the Faculty of Finance and Accounting – the University of Economics must be given. Papers published before the start of student's studies cannot be included in the set.
7. Each paper in the set must be of the type of Jimp or Jse or Jrec. Inclusion into the paper set must be approved by the supervisor.
8. A published paper is a paper published by print or electronically, or accepted for publication (the paper is accepted for publication if editor's confirmation of publications is submitted).
9. The thesis must be accompanied by a summary introduction (integrating the thesis into the broader context of economic theory) and a conclusion that clearly shows and summarises the author's original contribution based on the submitted results.
10. Recommended scope of the thesis consisting of a set of papers is approximately 80 pages.
11. If the thesis is of a type of the file, along with submitting it to the small defense under Art. 17 SER opinion of the guarantor of the given field on the quality of the set of papers, after consultations with the supervisor, is submitted as well. The head of the department will ensure check of the originality of each submitted dissertation before the small defense and will submit the protocol to the minutes of the small defense.
12. The thesis processed as a set of papers follows the same procedures as the research thesis in the form of a monograph (i.e. submission of thesis, small defense, defense) and must be submitted in a standard "bundled" form.

## **§ 5 Some rules for the operation of examiners of the state doctoral examination**

1. State doctoral examination takes place in a participation of a board of examiners for the state doctoral examination (hereinafter referred to as “examiners”), while in case the student’s supervisor is a member of this board of examiners, s/he does not vote on the examination result.
2. When repeating the state doctoral examination, a student may, in justified cases, request a different composition of the board of examiners than was the case with the previous date of his/her examination.

## **§ 6 Recognition of study obligations**

1. Passing the exam in a previous doctoral degree at the University of Economics, Prague or another university can be recognised by the Dean after the guarantor of the subject for which the exam is recognised expresses its content similarities.
2. The Dean may acknowledge other fulfilled study obligations after the provided consent of the guarantor of the programme and students supervisor (e.g. publication outputs, performances at professional conferences, foreign practice, etc.), only if the content corresponds to the specialisation of the study and the focus of the students doctoral thesis.

## **§ 7 Transitional provisions**

1. This regulation applies to students enrolled for study in the academic year 2014/2015.
2. For students enrolled for study before the academic year 2014/2015 the Regulation of the Dean of the Faculty of Finance and Accounting No. 2/2010 is valid.
3. For students enrolled before the academic year 2010/2011 applies “Information for doctoral students of Finance and Accounting at the Faculty of Finance and Accounting” published for the relevant academic year.
4. The students enrolled for study before the academic year 2014/2015 can choose, by a written statement addressed to the Dean of the faculty, that this regulation will be effective for them as well.
5. Provision §3, part 4 is relevant for students who were registered into the PhD studies starting the academic year 2017/2018.
6. Provision §6 is relevant for students starting their studies from the academic year 2017/2018 for all PhD students.

## **§ 8 Effectiveness**

1. The Regulation of the Dean of the Faculty of Finance and Accounting No. 2/2010 dated September 15, 2010 is hereby repealed.
2. This regulation enters into force on September 1, 2014.

Prague, August 29, 2014

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