

**The Regulation**  
**of the Dean of the Faculty of finance and Accounting**  
**no. 1/2014**  
**on certain conditions of doctoral degree programmes at the Faculty of Finance**  
**and Accounting at the University of Economics in Prague**

**§ 1**

**The scope**

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

**§ 2**

**Publication obligations of students**

1. The student is required to publish in professional journals, in which contributions are a subject of review procedure (hereinafter referred to as "expert-reviewed articles")<sup>1</sup>. Minimum number of expert-reviewed articles for the student is as follows:
  - a) one article up to the date of filing the application for a state doctoral examination,
  - b) a total of two articles from the commencement of doctoral studies up to the date of filing the application for the dissertation defence.If a student publishes a **Jimp** article without co-authors, while the supervisor is not considered as a co-author, the Dean can excuse them the second article if requested.
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.
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.

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1 Expert-reviewed article in an expert journal means the articles specified in the applicable "Methodology evaluation of the results of research organizations and the evaluation of results of completed programmes (valid for 2013 and 2015)", hereinafter referred to as "Methodology". With respect to a **Jimp** article (original / surveillance article in a journal, which is included in the Web of Science database by Thomson Reuters flagged as "Article", "Review" or "Letter"), **Jsc** article (original / surveillance article in a journal that is included in Scopus by Elsevier flagged as "Article", "Review" or "Letter"), **Jneimp** article (original / surveillance article in a journal, which is included in the ERIH database) or **Jrec** article (original / surveillance article in a journal, which is published on [www.vyzkum.cz](http://www.vyzkum.cz) in the current list of reviewed non-impacted journals published in the Czech Republic).

2 As an active presentation at the conference is considered a performance, resulting in a scientific contribution in conference proceedings, which is registered in the **Conference Proceedings Citation Index- Science** database or **Social Science & Humanities** (formerly ISI Proceedings) by Thomson Reuters and has assigned an ISBN or ISSN and ISBN code or is registered in **SCOPUS** resources ("Sources") as a type of Book Series or Conference Proceedings, and has assigned an ISBN or ISSN and ISBN code or it is an article in a special issue of the journal or "book series," recorded in any of those databases listed above, which is devoted to the publication of conference papers. The minimum required extent of any published conference papers is 2 pages. If the conference proceedings is not registered in the databases mentioned above, but a direct result of the conference is a published output (eg. An article or output in the "book series" publications) recorded in the Web of Science, Scopus and ERIH databases, participation in such a conference is considered as fulfilling the obligations of presenting the results of results at conferences.

### § 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 (eg. research and methodological seminars, etc.).
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 (eg. 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 (ie. A 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 (Articles) 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 article from this file must be a professional Jimp article or two articles must be professional Jsc articles. Articles 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 articles in a set of articles is 3. The minimum number of three articles is calculated using the articles' authorship and an equal article distribution by the number of co-authors is used; the supervisor is not regarded as a co-author. The supervisor arbitrates incidental obscurity in article distribution.
6. The number of articles must be sufficient in order to submit a final thesis. Articles must be published in respected and widely recognized journals and the exclusive affiliation from the Faculty of Finance and Accounting – the University of Economics must be given. Articles published before the start of student's studies can not be included in the set.
7. Each article in the set must be eligible in accordance with the RVVI Methodology by the date of a publication of the article. Inclusion into the article set must be approved by the supervisor.
8. A published article in an article published by print or electronically, or accepted for publication (the article 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 summarizes the author's original contribution based on the submitted results.

10. Recommended scope of the thesis consisting of a set of articles is approximately 80 pages.
11. If the thesis is a type of a file, along with submitting it to the little defence under Art. 17 SER, a guarantor of the field's opinion on the quality of the set of articles, after consultation with the supervisor, is submitted as well.
12. The thesis processed as a set of articles succumbs the same procedures as the research thesis in the form of a monograph (ie. The submission of thesis, little defence, defence) 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 the student's supervisor cannot be a member of this board of examiners.
2. Repeating the state doctoral examination takes place in a participation of a board of examiners whose members were not appointed to the board of examiners that classified the student in the previous state doctoral examination as "failed".
3. The Dean may, in justified cases, give (on a proposal from the Chairman of the appropriate Branch Board) an exception from the terms of the composition of the board of examiners referred to in paragraphs 1 and 2.

## **§ 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 recognized by the Dean after the guarantor of the subject for which the exam is recognized 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 (eg. publication outputs, performances at professional conferences, foreign practice, etc.), only if the content corresponds to the specialization 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 comes into force on September 1, 2014.

Prague, August 29, 2014

doc. Ing. Ladislav Mejzlík, Ph.D.  
Dean of the Faculty of Finance and Accounting