VYSOKÉ UČENÍ TECHNICKÉ V BRNĚ
FAKULTA CHEMICKÁ

Dean's Directive No. 6/2026

ADMISSION PROCEDURE RULES AND CONDITIONS FOR ADMISSION TO STUDY INTO CHARGEABLE DOCTORAL DEGREE STUDY PROGRAMMES TAUGHT IN ENGLISH LANGUAGE AT THE FCH BUT IN THE ACADEMIC YEAR 2027/2028

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Approval of AS FCH BUT

The Academic Senate of the Faculty of Chemistry of the Brno University of Technology approved these Rules for admission procedure and conditions for admission to study in chargeable doctoral degree study programmes taught in English at the FCH BUT in the academic year 2027/2028 on June 22, 2026.

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Article 1
Scope of regulations

1. These rules regulate the conditions for admission to study for the academic year 2027/2028 into doctoral study programmes:

   - **Chemistry**, **Technology and Properties of Materials,**
   - **Biophysical Chemistry,**
   - **Chemistry and Technology of Foodstuffs.**

   (hereinafter the "study programme*")* implemented by the Faculty of Chemistry (hereinafter the "Faculty") in accordance with Act No 111/1998, on higher education institutions and amending and supplementing other acts (the Higher Education Institutions Act), as amended (hereinafter the "Act") and the Statute of BUT (hereinafter the "Statute").

2. Studying in these study programmes is in English and is subject to a fee. The study programme allows full-time and combined study. The standard length of study is four years. The conditions for admission to full-time and combined study are the same.

Article 2
Conditions for admission

1. In accordance with *Section 48(1) / Section 48(3)* of the Act, the essential condition for admission to study into a doctoral study programme is acquiring a master's degree education. The applicant is also required to provide a medical certificate about medical fitness to study at the Faculty.

2. Other conditions for admission to study are the prerequisites for studying the study programme in question, as defined in *Section 49(1)* of the Act: interest and skills for scientific work, knowledge of chemical disciplines, knowledge of English and good study results achieved in the master's degree study programme. The fulfilment of this condition is verified by an entrance examination. An entrance examination can be waived.

Article 3
Waiver of the entrance examination

1. The entrance examination may be waived based on a decision of the Dean, which the Dean is entitled to issue after a debate with the supervisor and the chairman of the departmental council. In the case of waiving the entrance examination, the Dean determines the method of verifying the fulfilment of the conditions for admission.

2. The applicant shall be notified by **2. 6. 2027 (for the first round of admissions) and by 6. 10. 2027 (for the second round of admissions)** to the e-mail address provided in the e-application whether the application for waiver of the entrance examination has been granted. At the same time, the notification is made available in the electronic application form.

Article 4
Maximum number of admitted applicants

1. The number of dissertation topics determines the number of admitted applicants. A maximum of one candidate can be accepted for each topic. In total, 30 applicants can be admitted:

Chemistry, Technology and Properties of Materials	10
Biophysical Chemistry	10
Chemistry and Technology of Foodstuffs	10

If more than one applicant registers for one dissertation topic, those applicants who have achieved the best score can be admitted to the given topic. Other applicants may be admitted to study different topics.

Article 5
Deadline for submitting the application for admission to study

1. Admission applications with all attachments can be submitted in the following periods

   a) **from 1. 3. to 30. 4. 2027** for the first round of admissions,
   b) **from 1. 7. to 15. 9. 2027** for the second round of admissions.

Article 6
Application for admission to study

1. The admission procedure is initiated by delivering of the application to the Faculty within the specified period.

2. The applicant chooses the field of study and the dissertation thesis topic from the offer published on the website of FCH BUT. The information about available topics of the dissertation thesis, together with the names of supervisors, will be published on the website from **1. 3. 2027**.

3. The application for the study is submitted electronically in the application e-přihláška (e-application). Information on how to apply is available at *www.vutbr.cz/eprihlaska/en*. Along with the application, the following documents must be uploaded:

   (a) CV in English, including (i) a list of published works and information on the professional activities and results achieved by the applicant so far in addressing the issues related to the selected doctoral degree study topic, and (ii) where appropriate, other relevant supporting documents demonstrating his/her professional competence, such as referrals from persons with whom the applicant has been professionally in contact; and
   (b) letter of motivation in which the applicant shall comment on the expected involvement in future scientific work and justify the choice of the topic.

4. Together with the application form, it is necessary to **deliver** to the Department of Educational and Creative Activities of FCH BUT **by 30. 4. 2027 (first round) and by 15. 9. 2027 (second round)** following documents:

   a) Signed application protocol
   b) Medical certificate concerning medical fitness to study at the Faculty.

5. The applicant who is a graduate of a university in the Czech Republic is obliged to submit an officially certified copy of the evidence of education or a simple copy of such a document if the applicant is a BUT graduate to the Department of Educational and Creative Activities of FCH BUT. These documents must be delivered immediately after the successful completion of the state final examination and defence of the thesis. However, at the latest, according to the following:

   - for applications received pursuant to Article 5 (1) (a) until **31. 8. 2027**,
   - for applications received pursuant to Article 5 (1) (b) until **15. 9. 2027**.

If the applicant fails to prove his/her education by the given deadline, a resolution on the termination of the admission procedure will be issued.

6. In order to assess the condition of achieving a master's degree in foreign higher education, the applicant shall provide the following documents:

   a) For the assessment pursuant to Article 8 of BUT Directive No. 11/2019, the applicant will submit a certificate of recognition of foreign higher education and qualification in the Czech Republic issued by a Czech public higher education institution or MEYS.
   b) For the assessment pursuant to Article 9 of BUT Directive No. 11/2019, the applicant will submit
      i. in the case of education obtained in Slovakia, evidence of obtaining the relevant master's degree
      ii. in the case of education obtained in Poland, a document confirming the completion of a master's degree study program and the award of a professional degree „magister“ or „lekarz“ in the Republic of Poland,
      iii. in the case of education obtained in Slovenia, evidence of completion of the master's degree,
      iv. in the case of education obtained in Hungary, evidence of completed master's education,
      v. in the case of education obtained in Germany, evidence of completed master's education.
   c) For the assessment according to Article 10 of BUT Directive No. 11/2019, the applicant will submit
      i. evidence of completed university education (diploma) with verification of the authenticity of signatures and stamps according to BUT Directive No. 11/2019,
      ii. an officially certified translation of the diploma into English, if the diploma is not in that language,
      iii. application for assessment of foreign education for the purpose of admission procedure at BUT (Annex BUT Directive No. 11/2019 - Assessment of foreign education of applicants for study at BUT within the admission procedure),
      iv. overview of completed courses during the university studies and evaluation of the examinations

   The assessment of the achievement of the master's degree in foreign higher education is always carried out only according to one of the options mentioned above, i.e., according to paragraphs a), b), or c) based on documents delivered.

7. Following Decision No 2/2026 of the Rector of BUT, the fee for acts related to the admission procedure for the academic year 2027/2028 shall be:

   - CZK **700** for each application for admission to study submitted when paying in the Czech Republic to the following BUT account: account number 117729823/0300; name of the bank Československá obchodní banka, a.s.; IBAN CZ5603000000000117729823; BIC CEKOCZPP; account name Vysoké učení technické v Brně.
   - EUR **28** for each application for admission to study submitted when paying in any state other than the Czech Republic to the following BUT account: account number 1017476763/0300; the name of the bank Československá obchodní banka, a.s.; IBAN: CZ0403000000001017476763; SWIFT (BIC) CEKOCZPP, account name Vysoké učení technické v Brně. The bank details will also be displayed on the BUT website after submitting the online application.

8. Following Decision No 3/2026 of the Rector of BUT, the fee for acts related to the assessment of foreign education in the admission procedure for the academic year 2027/2028 shall be:
   - CZK **750** for each submitted application for assessment of foreign education when paying in the Czech Republic to the following BUT account: account number 117729823/0300; name

of the bank Československá obchodní banka, a.s.; IBAN CZ5603000000000117729823; BIC CEKOCZPP; account name Vysoké učení technické v Brně;

- EUR **30** for each submitted application for assessment of foreign education when paying in any state other than the Czech Republic to the following BUT account: account number 1017476763/0300; name of the bank Československá obchodní banka, a.s.; IBAN: CZ0403000000001017476763; SWIFT (BIC) CEKOCZPP, account name Vysoké učení technické v Brně.

After submitting the online application, the bank details will also be displayed on the BUT website. If the fee for acts related to the assessment of foreign education is not paid by 30.9.2026, the Faculty shall not carry out the assessment in accordance with *Section 48(4)(d) of the Act / Section 48(5)(c) of the Act*. In such a case, the applicant is obliged to demonstrate the condition of previous education in accordance with *Section 48(4)(a), (b) or (c) of the Act / Section 48(5)(a) or (b) of the Act*. Otherwise, the Faculty shall terminate the admission procedure. The fee is paid when it is credited to the account. The fee is non-refundable.

9. If the application has defects, the Faculty shall invite the applicant to remove them. Suppose the applicant fails to remedy the defects in the application within the prescribed time limit or fails to pay the fee for acts connected with the admission procedure in the prescribed form. In that case, the Faculty shall terminate the admission procedure. The applicant must be informed of this consequence.

Article 7
Entrance examination

1. The entrance examination is not split into parts, and it is held before an examination board.
2. The due dates of the entrance examinations are set as follows:

   a) for applications received pursuant to Article 5 (1) (a) in period **7. 6. 2027 - 18. 6. 2027**,
   b) for applications received pursuant to Article 5 (1) (b) in period **7. 10. 2027 – 13. 10. 2027**

   An applicant will be informed about the exact term of the entrance examinations in an invitation to the entrance examinations.

3. Invitation to the first part of the entrance examination is sent to applicants by the deadline. The invitation is sent electronically to the e-mail address provided in the electronic application. At the same time, the invitation is made available to the applicant in his or her electronic application.
4. The examination in the alternative term will be allowed only in justified cases based on a written application of the applicant, submitted no later than the regular entrance examination date at the Department of Educational and Creative Activities of FCH BUT. The Dean decides on the alternative term and also sets the date of the entrance examination on the basis of a proposal by the chairman of the examination board.
5. The course of the entrance examination is governed by the examination board appointed by the Dean. The board submits to the Dean a report on the entrance examination and a proposal for a decision on admission or non-admission to study and submits comments on any review procedures. The chairman of the board is usually the guarantor of the relevant doctoral degree study program in which the entrance examinations take place. Possible future supervisors may participate in the entrance examination on whose topics the doctoral candidates applied. Supervisors who are not members of the examination board do not participate in the applicant's score.

6. The entrance examination is an interview which verifies the prerequisites for the doctoral study of chemical disciplines. The entrance examination may be carried out by electronic means of communication. The examination board assesses the quality of the applicant on a 100-point scale in four areas:

   a) quality of existing study and professional activities 0–20 points
   b) knowledge of the scientific basis of the field of study 0–30 points
   c) prerequisites for further study 0–25 points
   d) knowledge of the English language 0–25 points

7. Each member of the board evaluates the applicants individually and the resulting number of points earned by the candidate is expressed by the arithmetic mean of the total number of points awarded by individual members of the board. The entrance examination is successfully passed by a candidate who scores at least 50 points out of 100 in the overall assessment and at the same time his score in any area a)–d) in paragraph 6 of Article 7 is not less than half of the maximum score of the area.

Article 8
Admission to study

1. The decision on admission to study shall be issued within 30 days of verification that all conditions of the admission procedure have been met. The Dean of the Faculty will decide the admission to study. The applicant will receive the Dean's decision within 30 days from the entrance examination date. The decision will be sent to the applicant by recommended post or electronically in case the applicant agrees with this way of delivery in the application form in advance.

2. The decision may be appealed within 30 days of its notification. The appeal is filed to the Dean via the Department of Educational and Creative Activities. The Dean may grant the appeal. Otherwise, the appeal will be handed over to the Rector of BUT.

Article 9
Final provisions

1. The applicant has the right to inspect the file from the date of notification of the decision during the Department of Educational and Creative Activities opening hours. The Faculty may instead provide the applicant with a copy of the file.

2. All decisions or resolutions issued within the admissions procedure will be delivered to applicants electronically through the BUT Information System (IS BUT).

3. These rules have been approved in accordance with Section 27(1)(e) of the Act / Section 9(1)(g) of the Act by the AS of the Faculty on June 22, 2026.

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Chairman of AS FCH BUT

prof. Ing. Stanislav Obruča, Ph.D.
Dean of FCH BUT