
REGULATION OF THE DEAN

No. 10/2025



Fakulta tropického
zemědělství

Announcement and conditions of the admission procedure for doctoral study programs in the 2026/2027 academic year at the Faculty of Tropical AgriSciences

Article 1

Introductory provisions, general principles

Study in doctoral study programs (DSP) at the Faculty of Tropical AgriSciences (FTZ) of the Czech University of Life Sciences Prague is carried out in accordance with Act No. 111/1998 Coll. on Higher Education Institutions and on Amendments and Supplements to Other Acts (Higher Education Act), as amended (hereinafter referred to as the "Act"), the valid Study and Examination Regulations for Study in Doctoral Study Programs at the Czech University of Life Sciences in Prague (hereinafter referred to as the "DSP Study Regulations") and the internal regulations of the Czech University of Life Sciences in Prague and the Faculty of Tropical AgriSciences.

In accordance with Sections 48 to 50 of the Act, the Dean of the Faculty of Tropical Agrisciences announces the conditions for admission to doctoral study programs for the 2026/2027 academic year.

The admission procedure runs from 5 January 2026 to 15 December 2026. After this date, it is no longer possible to issue a Decision on Admission to Study.

The main organizational unit involved in the admission procedure is the Department of Science, Research, and Doctoral Studies of the Faculty of Technology (VaV FTZ). In addition, the guarantors of the relevant programs and teachers appointed to the examination committees are also involved in the procedure.

The basic condition for admission to a doctoral study program, in addition to passing the admission procedure, is the successful completion of a master's study program. Applicants who have completed their master's studies outside the Czech Republic must provide the following:

- nostrification of the degree obtained,
- or
- recognition of foreign higher education and qualifications in the Czech Republic in accordance with CZU Rector's Directive 3/2019 *"Assessment of foreign secondary and higher education at the Czech University of Life Sciences in Prague within the admission procedure"*,

no later than on the day of enrollment in doctoral studies.

Article 2

Doctoral study programs and forms, fees for study in a foreign language, and contact details

Doctoral studies at FTZ focus on scientific research and independent creative activity in the field of research or development. FTZ offers doctoral studies in three doctoral study programs:

- **Agriculture in Tropics and Subtropics**, 3 academic years, CZK 80,000/year, combined form of study;
- **Sustainable Rural Development**, 4 academic years, CZK 8,000/year, full-time and part-time study;
- **Tropical Agrobiological and Bioresource Management**, 4 academic years, CZK 8,000/year, full-time and part-time study.

The tuition fee is payable by the date of student enrollment and is non-refundable.

Contact details for the FTZ admissions procedure: +420 22438 2021, PhDandResearch@ftz.czu.cz

Contact address: FTZ R&D Department, CZU in Prague, Kamýcká 129, 165 00 Prague 6 – Suchbátka

Article 3

Admissions procedure dates, application submission, and application fee

The deadline for submitting applications ends on three dates, each followed by an admission interview.

1. Admission procedure stage:

- submission of applications for study 5 January – 10 February 2026;
- 1st round – verification of study requirements (without the applicant's participation): 16–22 February 2026;
- 2nd round – admission interview: 10 March 2026.

2. Admission procedure stage:

- Submission of applications for study: 6 April – 12 May 2026;
- 1st round – verification of study requirements (without the applicant's participation): 18–24 May 2026;
- 2nd round – admission interview: 9 June 2026.

3. Admission procedure stage (may not be open):

- submission of applications for study: 7 July – 11 August 2026;
- 1st round – verification of study requirements (without the applicant's participation): 17–23 August 2026;
- Round 2 – admission interview: 8 September 2026.

Applications are submitted via the online application at: <http://is.czu.cz/prihlaska/>

The application form must include:

- **personal details**
- **dissertation topic** (selected from those offered)

The following must be attached to the application:

- **proof of completion of previous studies – diploma** (if the applicant already has one);
- **transcript of grades for previous studies – graduates:** Diploma Supplement / students: Transcript of Records;
- **CV in English** (max. 2 pages), including completed/ongoing education, research activities, conferences, and publications;

- **motivation letter** (max. 500 words);
- **letter of recommendation from the applicant's previous institution** (educational institution or employer; in addition to the recommendation, the letter must include the name, position, name of the institution, and contact email of the person providing the recommendation);
- **research proposal** (PDF, A4, font size 11, max. 4 pages), **containing the following information:**
 - a. introduction: presentation of the topic, its significance, the latest findings, and identification of areas not covered by previous research;
 - b. main research objective, research questions, and/or hypotheses;
 - c. methodology: data sources, methods, analyses;
 - d. expected cooperation with other institutions;
 - e. ethical aspects: potential issues (e.g., necessity of permits, participant consent, confidentiality, environmental impact, etc.);
 - f. time schedule;
 - g. References: list of key sources (max. 1 A4 page).
 - h. funding sources: all existing or anticipated funding for the proposed research, if known.

All documents must be submitted in English. For an application to be accepted, all the information in the electronic application form must be completed, the application fee must be paid, and the application must be submitted. All applicants will be informed about the admission procedure via the information system (hereinafter referred to as "UIS") at least 15 days before the exam.

A handling fee of CZK 850 (EUR 34 for payments from abroad) must be paid for a properly completed application for study. The fee can be paid by credit card, bank transfer, or in person at the cash desk of the CZU Library in Prague.

The payment must include the following information:

Account: 500022222/0800

Account name: Czech University of Life Sciences Prague

Account holder address: Kamýcká 129, 165 00 Prague 6 - Suchdol, Czech Republic, EU

Bank address: Česká spořitelna a.s., Budějovická 1518/13b, Prague 4-140 00, Czech Republic

SWIFT(BIC): GIBACZPXXXX

IBAN (current account): CZ38 0800 0000 0005 0002 2222

Variable symbol: 5175000126

Specific symbol: application number

Transfer post office: Prague 6 – Suchdol

If you submit multiple applications, the fee must be paid separately for each one (the specific symbols differ), so it is not possible to pay for multiple applications with a single payment. **The fee is non-refundable at any stage of the admission process.** Only complete, paid, and submitted applications, with all required documents uploaded, will be accepted for further processing.

Article 4

Admission procedure and content

The admission procedure for all doctoral study programs consists of two rounds and is conducted in English.

In the first round, which takes place without the applicant's presence, the admissions committee selects applicants according to the following criteria:

- the supervisor's statement of whether they agree or disagree with the applicant's admission, assessed on the basis of communication and cooperation with the supervisor in the preparation of the research proposal (max. 15 points);
- quality of the research proposal (max. 20 points);
- statement by the head of the department (max. 15 points);
- sources of funding for research activities (max. 50 points).

Selected applicants who achieve a **minimum score of 70 points in the first round** are invited via UIS to the second round of the admission procedure – an admission interview, during which the applicant presents their research proposal (PowerPoint presentation, 5-10 minutes).

In the second round (admission interview), which takes place online in the presence of the applicant before a committee whose members are appointed by the dean of the faculty on the recommendation of the subject area board of the relevant study program, the following are assessed:

- adequacy and results of previous studies, scientific achievements (publications, conferences, awards), letter of recommendation from the applicant's previous institution (max. 15 points);
- the applicant's motivation for studying (max. 10 points);
- level of knowledge and understanding of the topic of the dissertation/research proposal (max. 50 points);
- presentation skills and level of English (max. 25 points).

Applicants who achieve **at least 70 points in the second round** of the admission procedure are then admitted to the relevant doctoral study program until the capacity of the study program is filled.

During the admission interview, each applicant shall present **an identity card with a clear photograph and the applicant's name**. The applicant is responsible for the sufficient quality of the online transmission and the equipment used. The participation of the applicant's potential supervisor is expected during the admission procedure.

Article 5

Number of students admitted and decision on admission to study

Maximum number of students admitted

- Agriculture in Tropics and Subtropics
 - combined form: 15
- Sustainable Rural Development
 - face-to-face form: 15
 - combined form: 15
- Tropical Agrobiological and Bioresource Management
 - full-time: 15
 - combined form: 15

The dean decides on admission to the program based on the results of the entrance exam. The decision on the outcome of the admission procedure is communicated to the applicant via UIS on the portal is.czu.cz/prihlaska, usually within 15 days (it is necessary to monitor the progress of the admission procedure). The applicant may request the dean to review the decision within 15 days of its delivery. Applicants will receive the original document *Decision on the outcome of the admission procedure* after paying the fee for studying in a foreign language and submitting the original or a certified copy of their previous education.

If the entrance examination is passed, applicants from countries that require a long-term residence permit to study in the Czech Republic will be sent a *Uniform Confirmation of Study* for the purpose of applying for a long-term residence permit for the purpose of studying in the Czech Republic by courier service. The original document *Decision on the outcome of the admission procedure* will be sent only after VaV FTZ receives the following:

1. confirmation of payment of the fee for study in a foreign language
and
2. nostrification, or a decision on the recognition of previous education.

The applicant has the right to inspect the file only after the decision has been announced. Enrollment takes place in the second half of September 2026, with the exact date of enrollment to be determined by the dean.

Article 6

Final provisions

This regulation was approved by the Academic Senate of the Faculty of Tropical AgriSciences on 22 September 2025, and shall enter into force and effect on the date of its announcement.

Prague, 22 September 2025

doc. Ing. Hynek Roubík, Ph.D.,
Dean of FTZ