

## **Attestation – evaluation of the DSP students / in UIS - Annual assessment**

Pursuant to Article 9 Clause 4 of the Study and Exam Rules for Study in Doctoral Study Programmes of the Czech University of Life Sciences Prague, each student must undergo a regular evaluation – attestation. Attestation takes place twice a year at FTA. In total, student is obliged to pass 5 attestations in 3-year programmes and 7 attestations in 4-year programmes.

Prior to attestation, the student and the supervisor comment on the progress and performance of the student. The comments and statements are registered in the UIS. Their statements are discussed at the supervisor's worksite (meeting of the department). In order to progress, in the case of each individual attestation, and apart from the successful completion of any requirements specified in the individual study plan, requirements to each attestation shall apply; the approximate timing of attestations are as follows:

**1<sup>st</sup> attestation: February, after the 1<sup>st</sup> semester, in the middle of the 1<sup>st</sup> study year:** compiled individual study plan, submitted Research proposal.

**2<sup>nd</sup> attestation: September, after the 2<sup>nd</sup> semester, before the enrolment into the 2<sup>nd</sup> study year:** presentation of the results of their work at a recognized professional forum, scientific conference, symposium or seminar; compliance with this regulation is assessed by the supervisor, who may also determine a specific form of presentation  
**and**  
Research Proposal approved Doctoral Degree Board.

**3<sup>rd</sup> attestation: February, after the 3<sup>rd</sup> semester, in the middle of the 2<sup>nd</sup> year of study:** completion of a literature review the dissertation (State-of-the-Art), the form and contents are set in accordance to the provisions of the Doctoral Degree Board.

**4<sup>th</sup> attestation: September, after the 4<sup>th</sup> semester, before the enrolment into the 3<sup>rd</sup> study year:** presentation of the results of their work at a recognized professional forum, scientific conference, symposium or seminar; compliance with this regulation is assessed by the supervisor, who may also determine a specific form of presentation.

**5<sup>th</sup> attestation: February, after the 5<sup>th</sup> semester, in the middle of the 3<sup>rd</sup> study year:** set the approximate date of the Doctoral State Exam (DSE);  
**and**  
submitting a manuscript of a scientific paper to a journal with an IF / SJR index (to be documented by an answer from the editor or the editorial system of the journal concerned).  
For the programme Agriculture in Tropics and Subtropics: completing/planning of at least 4 weeks of foreign internship, set of the approximate date of the defence in front of department and the final defence.

**6<sup>th</sup> attestation: September, after the 6<sup>th</sup> semester, before the enrolment into the 4<sup>th</sup> study year:** presentation of the results of their work at a recognized professional forum, scientific conference, symposium or seminar; compliance with this regulation is assessed by the supervisor, who may also determine a specific form of presentation  
**and**  
completing of at least 4 weeks of foreign internship.

**7<sup>th</sup> attestation: February, after the 7<sup>th</sup> semester, in the middle of the 4<sup>th</sup> study year:** at least one accepted article in a journal with an IF [to be documented by an answer from the editor or the editorial system of the journal concerned] and set the date of the DSE - if it has not been already passed before the attestation, set of the date of the defence in front of department and the final defence.

**Each student is obliged to fill in the information into the system (UIS) prior to each attestation.**

**Quick start guide: Log in to system (UIS) → Student's portal → Ph.D. results → Annual assessment → Modify (fill in the form) → Save**