

## **Full text of Decree No. A/V/961/12/2019**

with Amendment No.1 from 20 April 2020 incorporated

### **Article 1**

#### **Introductory provisions**

This decree sets the basic schedule of the 2019/20 academic year, sets dates for completion of study obligations stipulated in the Study and Examination Rules of the University of Chemistry and Technology in Prague and further specifies some dates related to studies in the 2019/20 academic year.

### **Article 2**

#### **Basic dates**

(1) The 2019/20 academic year begins on **9 Sep 2019** and ends on **6 Sep 2020** and is divided into:

<b>Winter semester (WS):</b>	
Instruction:	16 Sep – 20 Dec 2019
Examination period:	2 Jan – 14 Feb 2020
Enrolment dates will be organized by Dean's Offices by 27 September 2019 at the latest.	
<b>Summer (SS)</b>	
Instruction:	17 Feb – <b>29 May 2020</b> <b>In the period from 11 Mar 2020 – 29 May 2020 instruction is carried out remotely, with the exception of extraordinary measures of the Ministry of Health that stipulate exemptions from the ban on in-person presence of students at universities in this period.</b>
Examination period:	<b>1 Jun – 3 Jul 2020</b> <b>17 Aug – 4 Sep 2020</b> <b>6 Jul – 17 Jul 2020 extra examination dates will be announced for subjects Mathematics A (I) and General and Inorganic Chemistry I.</b> <b>In the 2019/20 academic year, guarantors of subjects, in agreement with heads of departments, can announce examination dates also outside the above dates.</b>
Enrolment dates will be organized by Dean's Offices by 28 February 2020 at the latest.	
<b>With respect to the development of the current situation that has been further specified by the extraordinary measure of the Ministry of Health, laboratory classes can be held during the examination period.</b> <b>Compulsory practice in the summer will be coordinated by guarantors at individual departments.</b>	

(2) Classes begin usually at 8 am. The lessons always start at the top of the hour and one lesson lasts 50 minutes.

(3) Dates affecting regular timetable and announcement of examination dates:

Rector's Day:	21 Nov and 22 Nov 2019
Students' Scientific Conference:	21 Nov 2019
Open Door Days:	22 Nov and 23 Nov 2019 24 Jan ad 25 Jan 2020

(4) Changes in instruction:

- a) Winter semester – not planned
- b) Summer semester – Thursday 30 Apr 2020 – classes according to Friday's schedule.

### **Article 3**

#### **Bachelor studies**

(1) Enrolment in compulsory-elective and elective subjects and registration to timetable:

Registration to WS timetable:	5 Sep – 13 Sep 2019
Preliminary enrolment in compulsory-elective and elective subjects in SS:	21 Nov – 29 Nov 2019
Registration to SS timetable:	6 Feb – 14 Feb 2020
Preliminary enrolment in compulsory-elective and elective subjects in WS 2020/21:	7 May – 15 May 2020

(2) Mandatory dates for students in the 3rd or 4th year of bachelor study programmes according the date of the state final examination are as follows:

a) Checks on completion of study obligations for students

1st date of state final examinations	<b>by 15 Jun 2020</b>
2nd date of state final examinations	<b>by 10 Aug 2020</b>

b) Submission of bachelor theses:

1st date of state final examinations	<b>by 15 Jun 2020</b>
2nd date of state final examinations	<b>by 10 Aug 202020</b>

- c) Dates of final state examinations in study programmes implemented under UCT Prague faculties:

1st date of state final examinations	<b>22 Jun – 3 Jul 2020</b>
2nd date of state final examinations	<b>24 Aug – 4 Sep 2020</b>

- d) Dates of final state examinations in study programme Specialization in Pedagogics:

1st date of state final examinations	June 2020
2nd date of state final examinations	17 Aug – 28 Aug 2020

**Specific dates when the state final examination will take place at the faculty will be set by the faculty's dean based on proposals by heads of departments. The faculty will announce the date of the state final examination on its website 15 days before the date of the state final examination at the latest. Students must be demonstrably informed about the date of the state final examination. For capacity reasons, state final examinations can be also organized outside the suggested periods.**

- (3) Bachelor graduation ceremonies are held on 12 and 13 October 2020.
- (4) Matriculation ceremony for students in the 1st year of bachelor studies is held on 17 September 2019. All classes are cancelled on the matriculation day for 1st year students.

#### **Article 4**

##### **Master studies**

- (1) Enrolment in compulsory-elective and elective subjects and registration to timetable:

Enrolment in compulsory-elective and elective subjects in WS (1st year):	At Dean's Office on the day of enrolment or from 5 Sep – 13 Sep 2019
Registration to WS timetable:	5. 9. – 13. 9. 2019
Enrolment in compulsory-elective and elective subjects in SS:	21 Nov – 29 Nov 2019
Registration to SS timetable:	6 Feb – 14 Feb 2020
Preliminary enrolment in compulsory-elective and elective subjects in WS 2020/21:	7 May – 15 May 2020

- (2) Mandatory dates for students in the 2nd year of master studies:

- a) Checks on completion of study obligations for students

1st date of state final examinations	do 25. 5. 2020
2nd date of state final examinations	do 3. 8. 2020

b) Submission of diploma theses

1st date of state final examinations	do 25. 5. 2020
2nd date of state final examinations	do 3. 8. 2020

c) Dates of final state examinations in study programmes implemented under UCT Prague faculties

1st date of state final examinations	8. 6. – 12. 6. 2020
2nd date of state final examinations	24. 8. – 4. 9. 2020

**Specific dates when the state final examination will take place at the faculty will be set by the faculty's dean based on proposals by heads of departments. The faculty will announce the date of the state final examination on its website 15 days before the date of the state final examination at the latest. Students must be demonstrably informed about the date of the state final examination. For capacity reasons, state final examinations can be also organized outside the suggested periods.**

- (3) Master graduation ceremonies are held on 23, 24 and 25 Jun 2020. **This date and whether the graduation ceremony will take place will be specified with respect to the development of the situation that has been further specified by the extraordinary measures of the Ministry of Health in connection with the COVID-19 disease.**

## Article 5

### Common provisions

- (1) The schedule for completion of study obligations for students in part-time study is proposed by the Vice-Dean for Education, in justified cases also by the student, and approved by the Dean. The student must abide by the approved schedule.
- (2) Students can apply for Extraordinary Study Plan (ESP) by the end of the 1st month of the semester in which they are enrolled at the latest. Only in justifiable cases, in particular for serious health reasons or in connection with pregnancy, childbirth or parenthood, may students apply for ESP outside this period.
- (3) Changes in the study plan (compulsory-elective and elective subjects) can be made in the first 14 days after the beginning of the semester.
- (4) **The aim of the final thesis is to prove students' ability to independently solve the assigned topic of the thesis, describe methods and results of the solution and critically assess and discuss the obtained results, formulate the most important conclusions. In case not all requirements set in Zásady pro vypracování (Rules for Writing Theses) could be met, this fact must be commented on in the thesis itself as well as in the statement by the supervisor of the thesis. The text of the thesis must comply with the standards for final theses and contain all required parts even if not all the requirements of the assignment were met.**

**In case the reason for not complying with the assignment was the extraordinary measure of the Ministry of Health of the Czech Republic issued in connection with the adverse development of the epidemiological situation related to the occurrence of the COVID-19 disease, the following formulation can be used: The preparation of the final thesis was affected by the extraordinary measure of the Ministry of Health of the Czech Republic ref. no. MZDR 10676/2020-1/MIN/KAN, which has prohibited in-person presence of students at universities with effect from 11 March 2020 in order to protect against the occurrence and spread of the COVID-19 disease.**

Prof. Dr. RNDr. Pavel Matějka, m. p.

Rector, UCT Prague