

# **RULES FOR THE ORGANIZATION OF STUDY AT THE FACULTY OF PHYSICAL EDUCATION AND SPORT OF CHARLES UNIVERSITY<sup>1</sup>**

*In accordance with Section 27 (1) (b) and Section 33 (2) (f) of Act No.: 111/1998 Sb., to regulate higher education institutions and to change and amend other laws (hereinafter referred to as the “Higher Education Act”), as amended, and Article 13 (2) of the Constitution of the Faculty of Physical Education and Sport of Charles University, the Academic Senate of the Faculty of Physical Education and Sport of Charles University adopted the following Rules for the Organization of Study at the Faculty of Physical Education and Sport of Charles University as its internal regulation:*

## **Article 1**

### **Introductory Provision**

In accordance with Article 19 (2) to (4) and related provisions of the Code of Study and Examination of Charles University (hereinafter referred to as the “University Code of Study and Examination” and “University”, respectively), these Rules for the Organization of Study at the Faculty of Physical Education and Sport (hereinafter referred to as the “Rules”) set out the requirements for the programmes of study implemented at the Faculty of Physical Education and Sport of Charles University (hereinafter referred to as the “Faculty”) and regulate the details of the organization of study at the Faculty.

## **PART ONE**

### **Requirements for Bachelor’s and Master’s Programmes of Study According to the University Code of Study and Examination**

## **Article 2**

### **Units of Programmes of Study**

*Relating to Article 4 (6) of the University Code of Study and Examination*

1. In all bachelor’s programmes of study implemented at the Faculty, the first two units of study are semesters and the subsequent units of study are years.
2. In all master’s programmes of study implemented at the Faculty, the units of study are years.

## **Article 3**

### **Specialization within Programmes of Study**

*Relating to Article 5 (5) of the University Code of Study and Examination*

Students of the bachelor’s programmes of study choose their specialization with a binding effect before the commencement of the second semester. Students of the post-bachelor study programmes (master’s programmes of study which are a continuation of bachelor’s programmes) choose their specialization with a binding effect upon enrolment in their programmes of study. Once a specialization has been chosen, it may not be changed.

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<sup>1</sup> Translator’s note: Words importing the masculine include the feminine, and unless the context otherwise requires, words in the singular include the plural, and words in the plural include the singular.

**Article 4**  
**Minimum Numbers of Credits**

*Relating to Article 5 (11) of the University Code of Study and Examination*

1. In the bachelor's programmes of study with a standard length of study of 3 years, the minimum numbers of credits required for registration in the next unit of study are set as follows:
  - a) 15 credits for registration in the second unit of study;
  - b) 53 credits for registration in the third unit of study;
  - c) 106 credits for registration in the fourth unit of study; and
  - d) 160 credits for registration in the fifth and each subsequent unit of study.
2. In the master's programmes of study with a standard length of study of 2 years, the minimum numbers of credits required for registration in the next unit of study are set as follows:
  - a) 53 credits for registration in the second unit of study; and
  - b) 106 credits for registration in the third and each subsequent unit of study.
3. The provision on the minimum number of credits required for registration in the third unit of the bachelor's programme of study according to paragraph 1 will not apply if the student's number of credits for study courses (hereinafter referred to as the "courses") registered for so far in the second unit of the study is higher than 70. The provision on the minimum number of credits required for registration in the fourth unit of the bachelor's programme of study according to paragraph 1 will not apply if the student's number of credits for courses in the third year of study registered for so far is higher than 140. In such cases, the number of credits required for registration in the next unit of study must correspond to the normal number of credits (the sum of credits obtained in the units of the recommended course of study).
4. The provision on the minimum number of credits required for registration in the second unit of the master's programme of study according to paragraph 2 will not apply if in the first unit of study the student's number of credits for study courses (hereinafter referred to as the "courses") registered for so far is higher than 70. The provision on the minimum number of credits required for registration in the third unit of the master's programme of study according to paragraph 2 will not apply if in the second unit of study the student's number of credits for courses registered for so far is higher than 140. In such cases, the number of credits required for registration in the next unit of study must correspond to the normal number of credits (the sum of credits obtained in the units of the recommended course of study).

**Article 5**

**Proportion of Credits for Optional Courses for Continuous Assessment of Study**

*Relating to Article 5 (13) of the University Code of Study and Examination*

1. In assessing whether a student has obtained a sufficient number of credits for registration in the next unit of study, the number of credits obtained for the completion of optional courses is considered only up to 10% of the normal number of credits and this applies to all programmes of study.
2. The provision of paragraph 1 does not apply to students who have participated in a study stay or internship of a minimum duration of three months.

## **Article 6**

### **Registration for a Course, Cancellation of Registration for a Course, Replacement of a Registered Course with Another Course**

*Relating to Article 7 (2) and (8) of the University Code of Study and Examination*

1. Students who are registering for a course as a compulsory one in accordance with their recommended curriculum have priority in the registration.
2. A Dean's Directive provides a list of courses in which the submission of a certificate from a doctor specializing in physical education is a prerequisite for registration. The certificate must be valid at the time of the registration and throughout the duration of the course, including on the dates of the assessment.
3. Registration for a course may be cancelled or replaced at the request of the student. This request cannot be granted if the student has already undergone some form of assessment for the course. Registration for a compulsory, elective, or optional course may be cancelled in the following cases:
  - a) due to sudden health reasons which do not allow the student's participation in the course which includes practical training, physical education, etc.; and
  - b) due to an overlap of the dates on which courses are taught if the dates of the courses were not known prior to the binding registration in the Study Information System (hereinafter referred to as the "SIS") and if the student has registered for two or more such courses; in these cases the registration for all but one of the registered courses may be cancelled; the request will include a statement from the guarantors of the courses on the overlap of the dates of the courses.
4. The Faculty may cancel a student's registration for an elective or optional course if:
  - a) the minimum capacity of the course has not been filled provided that this capacity is specified in the SIS and the course is not taught as a result; in such a case, the student will be allowed to register for another course in the second round of the registration; or
  - b) the course is not taught due to an unexpected situation on the part of the Faculty.
5. A registered elective or optional course may be replaced with another course only for the reasons and under the conditions set out in paragraphs 2 and 3.
6. A request for the cancellation of registration for a course or for replacement of a registered course with another will be submitted by the student to the Student Registry of the Faculty without undue delay after the student has discovered that any of the reasons specified in paragraph 3 has occurred. The facts stated in the request must be documented by the student.

## **Article 7**

### **Repeated Registration of a Course**

*Relating to Article 7 (9) of the University Code of Study and Examination*

1. The registration for a course which is specified as compulsory or elective by the curriculum of the given programme of study may be repeated only once and only in the immediately subsequent academic year.

2. Repeated registration of an optional course is not possible.

### **Article 8**

#### **Time Limit for the Assessment of Study Performance in a Course Registered for in a Given Academic Year**

*Relating to Article 8 (3) of the University Code of Study and Examination*

The assessment of study performance in a course registered for in a given academic year may take place no later than on the last working day of the examination period in the summer semester of the academic year. This period is defined for each academic year by the Dean's Directive – Academic Calendar – pursuant to Article 3 (3) of the University Code of Study and Examination.

### **Article 9**

#### **Assessment of Study Performance**

*Relating to Article 8 (3), (4), (7), (10), and (14) of the University Code of Study and Examination*

1. Assessment of study performance in a course pursuant to Article 8 (2) of the University Code of Study and Examination is carried out by the examiner only for students who are registered for the course in the SIS with a binding effect.
2. The requirements for the assessment of study performance in a course are published in the SIS prior to the commencement of the course (together with the description of the course, syllabus, learning outcomes, and required reading), but no later than at the beginning of the semester.
3. If the requirements for obtaining a course credit include a final test or verification of practical skills, the student may take the assessment three times, i.e., he has the right to two dates of resitting. In the case of the second date of resitting, the provision of Article 8 (14) of the University Code of Study and Examination will be used by analogy. The first and second sentences will apply with the necessary modifications to the other requirements necessary for the awarding of a course credit, unless the nature of these requirements does not allow it.
4. If both a course credit and an examination are required for the completion of a course, obtaining a course credit is a prerequisite for taking the examination for that course.
5. The examiner will record the results of the assessment of study performance in a course in the SIS immediately after carrying out the assessment. In justified cases, he may do so up to 5 days after the date of such assessment, but no later than on the last day of the examination period of the semester in question.

### **Article 10**

#### **Recognition of the Fulfilment of the Assessment of Study Performance**

*Relating to Article 8 (17) and (18) of the University Code of Study and Examination*

1. The Dean may recognize the fulfilment of the assessment of study performance in a course if an analogous study requirement has been fulfilled at another university or higher education institution in the Czech Republic or abroad and if, as of the day of the

submission of the application for recognition, no more than six years have elapsed since the fulfilment of such analogous study requirement.

2. Fulfilment of the assessment of study performance in courses which require an examination or a marked course-credit will be recognized only if the performance has been graded “excellent” or “very good” or the equivalent of these grades. Fulfilment of the assessment of study performance in courses completed in a concurrently registered programme of study and courses taken in the immediately preceding programme of study which the student has abandoned of his free will although he fulfilled the requirements for continuing his study will be recognized even if they were graded “satisfactory” or the equivalent of this grade.
3. A course which has already been recognized once may not be recognized again, not even in another programme of study.
4. Once a student has taken part in an assessment of study performance in a course, the fulfilment of the assessment from this course may not be recognized.
5. The Dean will recognize assessments of study performance, including grading and course-credits, fulfilled in a bachelor’s programme of study as a part of a post-bachelor programme of study if the following requirements are satisfied at the same time:
  - a) the course is not compulsory or elective in the bachelor’s programme of study and is compulsory or elective in the studied post-bachelor programme of study; and
  - b) the credits obtained in the bachelor’s programme of study were in excess of the credits required for successful completion of the bachelor’s programme (i.e., in excess of 180 credits).
6. Applications for recognition of courses are filed at the beginning of the academic year, no later than on 31 October. This deadline does not apply to students who have an ongoing internship or a virtual mobility course. These students may apply within 30 days of the end of the internship (or course), but no later than on 31 August.

### **Article 11**

#### **Total Number of Credits for Compulsory and Elective Courses**

*Relating to Article 9 (10) of the University Code of Study and Examination*

The total number of credits corresponding to all compulsory courses for the individual parts of the state examination in the programmes of study listed in Appendix 1 to these Rules, together with the minimum number of credits from the elective courses, is set at 95%.

### **Article 12**

#### **Parts of the State Final Examinations**

*Relating to Article 9 (5) and (9) of the University Code of Study and Examination*

1. The order of the individual parts of the state final examinations is not given. The individual parts of the state final examinations may be taken separately. The minimum numbers of credits for the taking of the individual parts of the state final examinations if they are set differently from the number of credits for the taking of the last part of the state final examination are specified in Appendix 2 to these Rules.

2. The requirements for taking the individual parts of the state final examinations in the bachelor's and master's programmes of study are set out in the curricula and in the SIS.

### **Article 13**

#### **Additional Requirements for Graduation with Distinction**

*Relating to Article 9 (13) of the University Code of Study and Examination*

Additional requirements for graduation with distinction include:

- a) successful completion of the study within the standard period; and
- b) excellent or very good grades in all examinations, marked course-credits, and parts of the state final examinations.

## **PART TWO**

### **Details on the Organization of Study in the Bachelor's and Master's Programmes of Study**

#### **Article 14**

#### **Recommended Curricula and Focus of the Final Thesis**

1. One recommended curriculum is created for each programme of study. The recommended curriculum respects the standard duration of study. A timetable is drawn up on the basis of the recommended curriculum.
2. If a programme of study is profiled into several specializations, one recommended curriculum is drawn up for each specialization.
3. Students of the bachelor's and post-bachelor programmes of study choose the focus of their final thesis within the deadlines set by a Dean's Directive.

#### **Article 15**

#### **Registration of Courses**

1. The student makes a preliminary registration for courses in the SIS on the dates set by the Dean's Directive – Academic Calendar.
2. The registration for courses in the SIS becomes binding only after the Student Registry has verified that the courses registered for by the student fulfil the conditions set by the Faculty on the basis of Article 7 (5) of the University Code of Study and Examination.
3. If a student applies for the recognition of a course, he is obliged to register for the course in the SIS. This does not apply in the case of recognition of the assessment of study performance in a course pursuant to Article 16 (7).

#### **Article 16**

#### **Assessment of Study Performance in a Course**

*Relating to Article 8 (4), (7) and (9) of the University Code of Study and Examination*

1. The examination period during the semester in which a given course is taught is intended

for the assessment of study performance in the course. The lecturer announces the dates of the assessment of study performance in the course for this examination period in accordance with Article 8 (7), (12), and (14) of the University Code of Study and Examination.

2. Students register for a specific date through the SIS in which all the dates of the assessment in the individual courses are set.
3. Depending on its form, an examination may be oral, written, practical, or combined. The oral part of an examination in one course may not be divided into parts examined by different lecturers. The written part of the examination is not divided into parts. The practical part of an examination in one course may be divided into parts examined by different lecturers.
4. Requirements for a course credit may include attendance in classes, successful completion of tests (entrance, interim, and final tests), submission of reports, completion of assignments within deadlines, etc. Changing the requirements during the semester in which the course is taught is not possible.
5. A course credit or colloquium may not be awarded for the assignment of a bachelor's or diploma thesis unless the bachelor's or diploma thesis is assigned in the SIS with a binding effect.
6. If a student is registered in more than one programme of study and has registered for the same courses as part of their study, the assessment of study performance in a course is carried out for each programme of study separately. In such cases, the student may either take the assessment for each programme of study or only once and at the same time apply for recognition of the fulfilment of the assessment of the performance in the course for another programme of study. An application for the recognition of the fulfilment of assessment of study performance in a course for another programme of study cannot be filed if the assessment has already been carried out for that programme of study.
7. If a student who has complied with the requirements of the continuous assessment pursuant to Article 17 withdraws from study and at the same time enrolls in another programme of study at the Faculty and immediately thereafter applies for the recognition of the fulfilment of assessment of study performance in a course, including the grading and the award of the corresponding number of credits, the Dean will grant the student's application. Bachelor's or diploma projects and courses related to bachelor's or diploma theses cannot be recognized.

### **Article 17**

#### **Continuous Assessment and Registration for a Subsequent Unit of Study**

1. The Student Registry checks the fulfilment of the requirements for registration for a subsequent unit of study within the time limit set by the Dean's Directive – Academic Calendar.
2. The registration for a subsequent unit of study takes place within the time limit and in the manner specified by the Dean's Directive – Academic Calendar.

**Article 18**  
**State Examination**

1. The student registers for the state examination or a part thereof in the SIS within the deadline set by the Dean's Directive – Academic Calendar.
2. The dates of the individual parts of the state examination are intended for a maximum of three registrations of a given student for each individual part of the state examination, unless it concerns the procedure used after a proper written excuse according to Article 9 (12) of the University Code of Study and Examination.
3. At least three dates more than sixty days apart must be announced for any part of the state examination, including at least one date in September, in a given academic year.
4. The examination board for state examinations decides on the grading of the final thesis after receiving the prior opinion of the thesis advisor and reviewer.
5. If the advisor's and reviewer's reports do not recommend the final thesis for defence, the student may withdraw from the defence at least 2 days before the date on which it was to take place. The notice of withdrawal, in which the student declares that he has read the reports, that he acknowledges the reservations stated therein, and that, based on the evaluation of the advisor and reviewer, he considers it necessary to revise or extend the thesis, must be sent by e-mail to the thesis advisor and the head of the academic department or institute where the defence has been announced within the above given timeline and then delivered in a hard-copy format with a handwritten signature to the Student Registry no later than on the day on which the defence was supposed to take place. This results in the lapse of the date of the defence of the final thesis.

**PART THREE**  
**Details on the Organization of Study in Doctoral Programmes of Study**

**Article 19**  
**Subject-Area Board**

1. The content and organization of the doctoral programme of study is managed by a subject-area board which is the guarantor of the quality and development of the given programme of study. The doctoral student training unit is an academic department or laboratory of the Faculty providing operational and technical support for the students. The cooperating workplaces are departments of other faculties of the University, departments of the Academy of Sciences of the Czech Republic, and departments of other universities and their units.
2. A subject-area board is established pursuant to Section 47 (6) of the Higher Education Act and Article 22 (13) and (14) of the Constitution of the University. Meetings of a subject-area board are convened and chaired by its chairperson who is the guarantor of the relevant doctoral programme of study. Subject-area boards meet at least twice a year.
3. A subject-area board, in particular:
  - a) monitors and evaluates the entire study in the doctoral study programme in order to



- ensure that it is in accordance with the content of the study programme;
- b) approves the programme of lectures, courses, and other forms of study in the given study programme in accordance with the content of the study programme;
- c) proposes to the Dean the composition of admissions committees for each academic year;
- d) proposes the requirements for the entrance examinations for doctoral programmes of study;
- e) proposes to the Dean of the respective faculty the appointment and removal of supervisors and advisors for a student in a doctoral programme of study in accordance with the studied programme, taking into account the student's opinion;
- f) assesses and approves the individual curricula of students in the doctoral programmes of study, as well as approves any changes to the individual curricula;
- g) assesses if the dissertation topic is in line with the programme of study which the given student is studying;
- h) approves changes to the dissertation topic based on the opinion of the supervisor or possibly the advisor;
- i) determines the requirements for state doctoral examinations in accordance with the content of the current accreditation;
- j) assesses the fulfilment of the individual curricula of each student twice a year on the basis of source documents from the supervisor;
- k) submits proposals for the adjustment of bursaries and scholarships to the Dean based on the results of the evaluation of the fulfilment of the individual curricula;
- l) together with the supervisor, usually recommends the student's request for a change of form of study to the Dean; after the student's standard duration of study has passed, the board's recommendation is no longer necessary; and
- m) proposes to the Dean the composition of the boards for the state doctoral examinations and for the defence of dissertations.

## **Article 20 Supervisor**

1. The supervisors and advisors for a given student are appointed and removed by the Dean following a proposal of the subject-area board pursuant to Article 10 (6) of the University Code of Study and Examination.
2. In assessing a proposed supervisor, the subject-area board and the Dean take into account in particular the following criteria:
  - a) the orientation of the supervisor's research and whether it is in line with the dissertation topic;
  - b) the research activities within the expected dissertation topic, taking into account relevant publications (articles in the WOS and Scopus databases, professional publications);
  - c) the number of dissertations supervised by one supervisor must not exceed 8 in total; and
  - d) if relevant, the success rate of previous doctoral students in completing their study within the standard duration of study extended by a maximum of 1 year.
3. The supervisor, in particular:
  - a) draws up a proposal of the individual curriculum together with the student, including the topic of the dissertation;

- b) continuously monitors the student's fulfilment of the study requirements and regularly consults with the student the result of his study;
- c) regularly evaluates the fulfilment of the individual curriculum in the SIS module and submits this evaluation for the accuracy of which he is responsible to the subject-area board for approval; the requirements of the individual curriculum must be specific and verifiable for every academic year;
- d) expresses his opinion on the content of individual contracts, so-called Cotutelle Agreements (Agreements on Joint Supervision of Dissertations between Charles University and a foreign university), particularly with regard to the individual curriculum;
- e) recommends the student's request to change the form of study to Dean together with the subject-area board; after the student's standard duration of study has passed, his recommendation is no longer necessary;
- f) may propose to the subject-area board the appointment of an advisor from among the experts of the given programme of study;
- g) provides, together with the doctoral student training unit, the student with his own/individual operational and technical support;
- h) trains and provides guidance to the student; recommends professional literature (sources) to him; teaches the student to move within the professional community and to speak in public when presenting the results of his research work; teaches the student how to obtain financial resources to secure his projects; helps the student to establish professional contacts at home and abroad and to join the international scientific community; teaches him how to communicate his knowledge by teaching students; and assists him in carrying out the pedagogical activities set out in the individual curriculum.

### **Article 21 Advisor**

1. The advisor, as a top specialist in a given field, provides guidance to the student and complements the professional activities of the supervisor.
2. The advisor may be proposed by the supervisor or by the student from among the experts in a given field of research.
3. Due to his special expertise or methodological and technical possibilities, the advisor is able to provide guidance to the student within a specific subject or specific time unit of the doctoral study.
4. The advisor of a given student is appointed and removed by the Dean of the Faculty upon a proposal of the subject-area board; the appointment or removal of the advisor by the Dean must be included in the file of the student of the doctoral programme of study.
5. The advisor is usually not from the same workplace as the supervisor. It can also be a person who is not an employee of the University if there is a contract between the University or the Faculty and the particular advisor or workplace. The advisor is co-responsible for the implementation of the doctoral project.
6. The advisor is in regular contact with the student.

## **Article 22**

### **Individual Curriculum**

1. The individual curriculum is drawn up by the student in the SIS under the guidance of the supervisor and it usually specifies the requirements of study to be fulfilled:
  - a) the planned course of the research activities in each year;
  - b) the courses and the deadlines for the completion thereof (these courses are determined in accordance with the approved proposal of the relevant programme of study so that they will be related to the topic of the dissertation);
  - c) the requirements of study to be fulfilled prior to the state doctoral examination and the defence of the dissertation;
  - d) the dissertation project;
  - e) an internship/study stay abroad;
  - f) publication activities in accordance with the focus of the dissertation project and in the scope determined by the subject-area board;
  - g) pedagogical activities and activities of pedagogical and research support of the student at a doctoral student training unit given in hours per week; and
  - h) specific requirements which are general for the given programme of study (e.g., requirements of the subject-area board for the minimum participation of the student in international and domestic conferences).
2. The individual curriculum may be changed and specified only with the approval of the subject-area board and on the basis of a written request of the student and with the consent of the supervisor.
3. Continuation of study is conditional on the evaluation of the fulfilment of the individual curriculum which is submitted through the SIS. The evaluation is carried out twice a year. The annual evaluation in September is accompanied by a written report from the student which provides a list of fulfilled requirements of study, describes the progress made in the preparation dissertation, and includes a self-evaluation report.
4. If the evaluation states that the student “has failed to fulfil some of the requirements according to the individual curriculum” (pursuant to Article 10 (8) (b) of the University Code of Study and Examination) without stating serious reasons for this failure, the subject-area board will determine the manner in which the student will fulfill those requirements, will set a time limit of usually three months for the student to do so, and will propose a reduction of the bursary or scholarship pursuant to the Scholarships and Bursaries Rules of the University. At the end of the time limit, the subject-area board will carry out a new evaluation. If the student is evaluated in accordance with Article 10 (8) (c) of the University Code of Study and Examination, the procedure pursuant to Section 56 (1) (b) of the Higher Education Act will be used.

## **Article 23**

### **Organization of the State Doctoral Examination**

1. The completion of all study requirements according to the student’s individual curriculum is a prerequisite for taking the state doctoral examination.
2. Students apply for the state doctoral examination according to the rules set out in the Dean’s Directive – Academic Calendar (in accordance with Article 11 (14) of the

University Code of Study and Examination). A different date for the state doctoral examination may be proposed to the Dean by the chairperson of the board on the basis of a student's request. The Dean will then set a date for the examination which will meet all the requirements set out in Article 11 (14) of the University Code of Study and Examination no later than within three weeks of the application for the state doctoral examination unless there are serious reasons preventing this.

3. The appointment of the chairperson and members of the doctoral examination board, including the description of the board's activities, is regulated in Article 11 of the University Code of Study and Examination. The board will consist of at least five members.
4. If, due to serious reasons, a student fails to appear for the state doctoral examination on the date for which he is registered, he will provide an excuse for his absence in writing immediately after becoming aware of the reason for his absence. The Dean will decide on the appropriateness of the excuse. A record of the excuse or lapse of the date in the SIS will be made by the Science Office.
5. If the examination cannot take place due to serious reasons (e.g., student's illness, lack of quorum of the board), the chairperson of the board will propose an alternative examination date at the earliest possible time upon agreement with the student.

#### **Article 24 Form of the Dissertation**

1. The subject-area board may specify the form and scope of the dissertation in a given programme of study; in doing so, the subject-area board will take into account the publishing practices in the given scientific field.
2. The dissertation will be submitted only in the language in which the programme of study is implemented or in the English language.
3. The dissertation must include a declaration that the student has not submitted the dissertation or a substantial part of it in order to obtain another or the same academic degree elsewhere.
4. If the dissertation includes publications, either as a part of the dissertation or annexed to the dissertation, co-authored by the student with other persons, the dissertation must also include a declaration by the student specifying his contribution. This declaration will be checked by the supervisor in the OBD and confirmed as correct to the officer of the Science Office.

#### **Article 25 Organization of the Defence of the Dissertation**

1. The student is registered for the defence of the dissertation when the following requirements are fulfilled:
  - a) the student has submitted an application for the defence of the dissertation;
  - b) the student has submitted the dissertations and abstracts in the SIS;

- c) the student has submitted the dissertations and abstracts in the hard-copy format according to the Dean's Directive; and
- d) all the requirements imposed by the student's individual curriculum have been fulfilled.
2. Students apply for the defence of the dissertation according to the rules set out in the Dean's Directive – Academic Calendar (in accordance with Article 11 (14) of the University Code of Study and Examination). A different date for the defence of the dissertation may be proposed to the Dean by the chairperson of the board on the basis of a student's request. The Dean will then set a date for the defence which will meet all the requirements set out in Article 11 (14) of the University Code of Study and Examination no later than within three weeks of the application for the defence unless there are serious reasons preventing this.
  3. The appointment of the chairperson and members of the board for the defence of the dissertation, including the description of the board's activities, is regulated in Article 11 of the University Code of Study and Examination. The board will consist of at least five members.
  4. The board for the defence of the dissertation may request an opinion from the supervisor on the circumstances under which the dissertation was written, its professional quality, and whether he recommends the dissertation for the defence.
  5. The board for the defence of the dissertation will appoint at least 2 reviewers. The supervisor, the advisor, or any of the co-authors of the publications which form a part of or are annexed to the dissertation may be appointed as a reviewer.
  6. After a preliminary discussion with the reviewers, the chairperson of the board will ensure that the dissertation is delivered to them without delay.
  7. The reviewer will normally submit his report within 4 weeks of the receipt of the dissertation. If the reviewer fails to act, the board will appoint another reviewer.
  8. If the board has awarded the grade "failed", the student may repeat the defence in 6 months at the earliest.
  9. If the defence cannot take place due to serious reasons (e.g., student's illness, lack of quorum of the board), the chairperson of the board will propose an alternative date of the defence at the earliest possible time upon agreement with the student.
  10. As a rule, the defence of the dissertation is held in the language of the programme of study. If the student and the subject-area board agree, the defence may also be held in the English language.
  11. If the board has awarded the grade "failed" and has determined whether the dissertation needs to be revised or extended, the board must specify its requirements in writing at the same meeting. The board decides on these requirements by a majority vote of those present.

**PART FOUR**  
**Common, Transitional, and Final Provisions**

**Article 26**

**Handling of Filings by Students in Matters of the Organization of Study**

1. All filings by students in the matters of the organization of study are handled by the respective Vice-Dean.
2. The Dean is responsible for the review.

**Article 27**

**Common Provisions**

1. These Rules are an internal regulation of the Faculty in accordance with Article 19 (2) of the University Code of Study and Examination and pursuant to Section 33 (2) (f) of the Higher Education Act.
2. Any relationships and procedures not regulated by these Rules will be governed by the applicable provisions of the Higher Education Act and the University Code of Study and Examination.
3. All references to a programme of study in these Rules also mean a field of study as long as the accreditation of programmes of study which are divided into fields of study remains valid.

**Article 28**

**Transitional Provisions**

1. Any procedures commenced under the existing Rules will be completed in accordance with the existing Rules.
2. The rights and obligations of students who started their studies before the entry into effect of these Rules will be governed by these Rules, except for Articles 2 and 4.
3. The provisions of Article 20 (2) (c) will not apply to supervisors whose number of students exceeded 8 before these Rules came into effect. At the same time, such supervisors will not be eligible for appointment as supervisors of new students until the number of students under their supervision falls below 8.

**Article 29**

**Final Provisions**

1. These Rules repeal the Rules for the Organization of Study of 1 October 2019.
2. These Rules were approved by the Academic Senate of the Faculty on 4 June 2024.

3. These Rules come into force on the date of their approval by the Academic Senate of the University and come into effect on the first day of the 2024/2025 academic year.<sup>2</sup>

.....  
PhDr. Jakub Kokštejn, Ph.D.  
President of the Academic Senate of the Faculty of Physical Education and Sport of Charles University

.....  
Assoc. Prof. PhDr. Miroslav Petr, Ph.D.  
Dean of the Faculty of Physical Education and Sport of Charles University

.....  
JUDr. Ing. Josef Staša, CSc.  
President of the Academic Senate of Charles University

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<sup>2</sup> The Academic Senate of Charles University approved this regulation on 21 June 2024.

**Appendix 1:****List of Programmes of Study and Curricula with Different Maximum Number of Credits for Compulsory and Elective Courses – Relating to Article 11 of these Rules**

In the following programmes of study and curricula, the total number of credits corresponding to all compulsory courses required for the taking of the individual parts of the state examination together with the minimum number of credits from elective courses is 95% of the normal number of credits:

1. Physical Education with a Focus on School and Out-of-School Education – major curriculum, minor curriculum
2. Teaching of Physical Education for Secondary Schools – major curriculum, minor curriculum
3. Physiotherapy
4. Applied Physiotherapy
5. Orthotist – Prosthetist



## Appendix 2

### Minimum Numbers of Credits for the Individual Parts of the State Final Examinations

#### **Bachelor's programmes of study**

<b>Programme of study</b>	<b>Part of the state final examination</b>	<b>Minimum number of credits</b>
Physical Education and Sports Management	Economics; Social Science Basics of Sport; Management; Defence of a Bachelor's Thesis	120

#### **Master's programmes of study**

<b>Programme of study</b>	<b>Part of the state final examination</b>	<b>Minimum number of credits</b>
Physical Education and Sports Management	Sports Marketing; Sports Management; Sports Economics and Economy	90