

## **Study obligations and requirements / Sociology (starting in the 2025/26 academic year)**

### **1) Doctoral seminar and teaching for doctoral students**

Students enroll in the doctoral seminar according to the model in the following table:

| Year | Winter semester            | Summer semester                |
|------|----------------------------|--------------------------------|
| 1.   | JSDS01 Sociology Seminar I | JSDS05 Sociology Seminar II    |
| 2.   | JSDS06 Sociology Seminar I | II JSDS07 Sociology Seminar IV |
| 3.   | JSDS08 Sociology Seminar   | V JSDS09 Sociology Seminar VI  |

**First-year students** also present draft versions of their doctoral dissertation projects during the Research Design course in the first semester of their studies. Discussions during the seminar serve to refine these projects.

Students also enroll in compulsory courses organized by the Department of Sociology of the Institute of Sociological Studies (ISS) for the first (or second) year of doctoral study (usually in the summer semester). These courses must be completed in the first or second year of study.

### **Compulsory courses**

JSDS10 Research Design (winter semester), JSDS11 Academic Writing in Sociology (spring semester), JSDS03 New Approaches in Social Research Methodology, and JSDS04 Sociology as a Contemporary Scientific Discipline (courses are offered once every two years in the spring semester) – students enroll in these courses in the SIS. Requirements for completing the course are described in the syllabi of individual SIS courses.

In addition to these courses, students may enroll in any other course at any university that is useful for their work.

### **2) Individual study plan, ongoing study plans, and evaluation of doctoral students for the academic year**

First-year doctoral students must complete an individual study plan for the entire expected duration of their studies in the Study Information System by the specified deadline (no later than November 15 of the first year of study; the deadline for supervisors is November 30).

The student shall prepare the individual study plan in cooperation with the supervisor. The supervisor shall add a short comment to the plan and send it to the subject board for approval. In this plan, the student commits to the study obligations they will fulfill during their studies and the timetable for doing so.

In addition to compulsory seminars and courses, the following must be included among the obligations:

- the date of the colloquium (dissertation topic discussion, RTDP) – no later than the end of the 6th semester, students in the combined form at the end of the 7th semester
- the date of the public presentation of the dissertation (pre–defense),
- the date of the dissertation defense (usually one semester after the pre–defense)
- the date when parts of the doctoral dissertation will be published (no later than at the end of the third year)
- participation in an international conference (no later than at the end of the third year)

**In addition, students must plan:**

- the date of their trip abroad
- work on grant projects
- teaching assistance
- supervision and review of bachelor's theses

Failure to comply with the study plan may result in termination of studies.

First-year students will develop a framework plan for their entire studies, including the steps for preparing their dissertation.

By the deadline set by the subject board (no later than July 31 of each academic year), doctoral students fill out an Annual Evaluation in the Study Information System.

**The evaluation consists of two main parts:**

- evaluation of the doctoral student for the past academic year,
- specification of the annual study plan for the following academic year.

The evaluation of the student for the past academic year contains detailed information on the fulfillment of ongoing study obligations (presentations at conferences, publishing activities and assistantship in teaching, study stays abroad and involvement in research activities) and other study activities (i.e., in particular, presentations within the doctoral seminar, information on literature studied, progress of field research, obstacles and difficulties associated with the implementation of doctoral research, etc.). A mandatory part of the doctoral student's evaluation is a list of published works and their annotations. The student sends the evaluation to their supervisor, who adds their own comments and a final statement that the student:

- a) is fulfilling the ISP (a student who has not fully fulfilled the plan for serious reasons may also be evaluated in this way)
- b) is not fulfilling some parts of the ISP without serious reasons
- c) has not fulfilled the ISP obligations

and sends the plan for final approval by the OR.

If the following situation arises:

- b) the supervisor or OR may propose a reduction in the scholarship of up to 50%
- c) the study is terminated due to failure to meet the requirements of the study program (Dean's Measure 22/2021)

### **3) Dissertation project and its submission**

The first semester of the first year of doctoral study is primarily devoted to finalizing the dissertation project, based on the study of literature and cooperation with the supervisor. The project is usually created according to a prescribed template: [project template](#)

The project is developed in several stages:

- the student revises the project submitted during the admission procedure and presents this version at a doctoral seminar/plenary meeting
- based on the discussion and recommendations from the doctoral seminar and the Research Design course, the student revises the project again. This version is sent by the specified deadline (usually February 1 of the given year) to the supervisor of the Research Design course and to the supervisor for initial assessment.

Based on the comments, the student will finalize the project and send it electronically to the secretary of the subject board by the deadline specified in the Doctoral Study Schedule.

- The subject board will evaluate the project according to the established Rules for Project Evaluation by the Rapporteur and, if necessary, return the project to the student for further revision.
- If the project has been returned for revision, the final version shall be submitted to the secretary of the subject board by email by the specified deadline.

### **4) Framework study plan**

#### **• 1st year of study**

Completion of compulsory seminars and courses listed by the department for the given academic year.

Completion of the dissertation project for the submission deadline, see the DS Schedule

Reviewing/supervising bachelor's theses

#### **• 2nd year of study**

Completion of compulsory seminars and remaining doctoral study subjects

Work on publication output

Grant activity

Participation in conferences

Participation in teaching

Reviewing/supervising bachelor's theses

• **3rd year of study**

Colloquium (dissertation topic discussion, RTDP)

Stay abroad

Participation in conferences

Grant activity

Participation in teaching, reviewing and supervising bachelor's theses

• **4th year of study**

Pre-defense

Participation in teaching

Completion of work on the grant

Completion of the dissertation

Dissertation defense