



**Conditions for Admission to Study in Doctoral Degree Programmes  
at the Faculty of AgriSciences of Mendel University in Brno  
in the 2025/2026 academic year**

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**Section 1**

**Introductory Provisions**

- (1) The conditions for admission to study in the doctoral degree programmes (hereinafter 'Conditions for Admission to Study') at the Faculty of AgriSciences, Mendel University in Brno, (hereinafter 'FA MENDELU') comply with the provisions of Sections 48 to 50 of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to some other Acts (the Higher Education Act), as amended (hereinafter the 'Higher Education Act'), with the relevant provisions of the Statute of Mendel University in Brno and the relevant provisions of the Study and Examination Regulations of Mendel University in Brno.
- (2) The Conditions for Admission to Study are published in accordance with Sections 49 (5) and (6) of the Higher Education Act.
- (3) The admissions procedure for applicants to study at FA MENDELU is governed by Act No. 500/2004 Coll., the Administrative Procedure Code (hereinafter referred to as the "Administrative Procedure Code"), unless otherwise stipulated by the Higher Education Act.

**Section 2**

**The Degree Programme and the Expected Number of Students Enrolled in the Programmes**

- (1) The admissions procedure to study at FA MENDELU for the 2025/2026 academic year will be open for the following degree programmes, both in on-site and combined modes of study. The expected number of students enrolled in studies was determined according to the capacity of the faculty.

Degree Programme	Expected maximum	
	number	of which are in the on-site mode of study
Aplikovaná a krajinná ekologie / Applied and Landscape Ecology	7	3
Aplikovaná bioklimatologie / Applied Bioclimatology	3	1
Aplikovaná zoologie / Applied Zoology	4	2
Biologická chemie / Biological Chemistry	13	12
Chemie a technologie potravin	3	1
Molekulární biologie, genetik a fyziologie živočichů / Molecular Biology, Genetics, and the Physiology of Animals	4	3
Molekulární fyziologie, genetik a biotechnologie rostlin / Molecular Physiology, Genetics, and the Biotechnology of Plants	6	4
Obecná a speciální zootechnika / Animal Production	5	3
Obecná produkce rostlinná	5	3
Provoz strojů a zemědělských technických systémů	5	4
Rostlinolékařství	4	3

Rybářství a hydrobiologie	4	2
Speciální produkce rostlinná / Specialised Plant Production	4	2
Technologie odpadů a prevence rizik	3	1
Výživa a krmení zvířat	4	2

- (2) The number of admitted PhD students may be adjusted based on the current financial situation.

### Section 3

#### The Submission of Study Applications and Admissions Procedure Fees

- (1) Applications for admission to study may only be submitted electronically via the University Information System of Mendel University in Brno (hereinafter the “Information System”) following the instructions specified in the application for submission of E-applications and in the conditions for admission to study. The form that must be used to submit an electronic application to study is available at <https://is.mendelu.cz/prihlaska/>.
- (2) As a mandatory part of each application, the following must be completed:
- The “Personal Data” section; if the data are entered properly by the applicant, this section will be marked as complete in the information system;
  - The “Address” section; if the data information are entered properly by the applicant, this section will be marked as complete in the information system;
  - The “Application Details” section; if the data are entered properly by the applicant, this section will be marked as complete in the information system;
  - The “Attachment” section where the “Additional Information to the Application” form must be uploaded. The form is published on the MENDELU website in the Applicant section. Applicants may fill in the form in the Czech, Slovak, or English languages. The specific topic and the name of the supervisor must be added to the form, and these details must be identical to those provided in 2c. An essential part of the document is the signature of the supervisor who confirms his/her consent to the submission of the application. The name of the supervisor and the topic of the doctoral thesis can be adjusted at the entrance examination. The “Attachment” section will be marked as complete only after the Study Department of the Dean’s Office (hereinafter “SO AFA) has checked the attached document.
- (3) Attached to each application must be an officially certified copy of each applicant’s Master’s diploma to be submitted in paper form on the date of enrolment. The obligation to submit proof of education does not apply to those applicants – graduates of a consecutive Master’s degree programme who have achieved the relevant education at FA MENDELU and their studies, including evidence of their completed education, are recorded in the information system.
- (4) Those applying to doctoral degree programmes will submit an application to study in a degree programme.
- (5) Applications for a doctoral degree programme must be submitted by **19 May 2025**.
- (6) An application may be included in the admissions procedure only if the “Payment” section is marked as complete. The admissions procedure fee is payable on the date of submission of each application to study. The fee for an application to a doctoral degree programme has been set at **CZK 600**. The fee is to be sent to the bank account number specified in the electronic application form. Payment must be referenced with the variable symbol that is uniquely assigned to each applicant to study. Any payments coming from abroad must use the international payment format, and the payer must confirm that he/she will pay any and all fees charged to both sides of the transaction (the payment order is marked as OUR). Crediting the payment to the university’s bank account and pairing it with the applicant’s data occurs fastest if the application fee is paid by credit card. All fees paid are always non-refundable. If an applicant fails to pay the fee by the deadline, but by no later than the last day set for the submission of applications, the application will be considered incomplete.

- (7) By submitting an application, each applicant confirms that they are able to pursue studies in the language in which their selected programme is taught or for which it is accredited (Czech or English). The level of language skills will be verified by the Admissions Board during the entrance examination.
- (8) Any deficiencies in an electronic application are to be eliminated by the applicant in the manner and within the time limits specified in the information system, or subject to a call and instructions received from the SO AF. Any failure to correct deficiencies in a proper and timely manner will result in the admission procedure being terminated.

#### **Section 4**

##### **General Conditions for Admission to Study**

- (1) A pre-requisite for admission to study in a doctoral degree programme is completion in due form of a Master's degree programme or of a similar level of education obtained pursuant to Section 48 (5) of the Higher Education Act.
- (2) Decisions on new admissions to study in degree programmes provided by the faculty are made by the dean of the faculty. The advisory body is the Admissions Board.
- (3) The results of the admissions procedure are available to be viewed by applicants in the Information System.
- (4) Decisions must be issued within 30 days of verification of the admission to study conditions in accordance with Section 49 (5) of the Higher Education Act. Prior to any decision on a matter being issued, the higher education institution is not obliged to inform applicants about the option to express their opinion regarding supporting documents pertaining to the decision. Decisions on admission/notifications of the fulfilment of the admissions procedure conditions are delivered to applicants in compliance with the generally binding regulations. If a decision issued as part of the procedure set out in Section 50 of the Higher Education Act is made in the applicant's favour and he/she is admitted to study, it can be delivered to the applicant via the Information System of the higher education institution; in such cases, the date of delivery and decision notification is deemed to be the next day after the day on which the decision is made available in the Information System.
- (5) Applicants who have met the Conditions for Admission to Study and have been admitted to study are invited to enrol in their course, during which the conditions of attained education will be verified pursuant to Section 3.3. Specific provisions related to the assessment of foreign higher education are provided in Section 6.
- (6) Applicants will be informed of the course enrolment date via the email address provided in their application. The enrolment dates will also be posted on the faculty's website. According to the timetable for the 2025/2026 academic year, the course enrolment day will be held on 11 September 2025, followed by a compulsory seminar called 'An Introduction to Doctoral Studies'. No student status certificates will be issued before the enrolment day.
- (7) Applicants can excuse their absence at enrolment in writing
  - a. prior to the enrolment date,
  - b. after the enrolment date, only if there are serious and verifiable reasons, but this must be done no later than 7 calendar days after the final date of enrolment.
- (8) Decisions on excusing one's absence and setting an alternative date of course enrolment are made by the dean. If the excuse is accepted, an alternative date of enrolment will be set. Applicants are notified of the decision in accordance with Section 69a(1) of the Higher Education Act.
- (9) Applicants who have been admitted to study but fail to attend their enrolment appointment forfeit their right to be enrolled if
  - a. they have not excused their absence as per sub-section 7,
  - b. they have excused their absence, but their excuse is not accepted.
- (10) Applicants to study who have not met the conditions for admission to study will be issued a non-admission decision. If it is not possible to verify that an applicant has met the conditions for admission to study, a resolution on the suspension of the admissions procedure will be issued. These documents are delivered to applicants in compliance with the generally binding regulations.

- (11) Applicants are entitled to view their files only after a decision has been released. The university can also provide applicants with a copy of their file as an alternative to making their file available for viewing. The administrative procedure is closed to the public. Viewing the file of a study applicant is only possible in accordance with Section 15 (3) and Section 49 of the Administrative Procedure Code.
- (12) FA MENDELU does not disclose information about the course or result of the admissions procedure or any other information from the applicants' files by telephone. All administrative and clerical matters related to the admissions procedure are dealt with by the SD of the FA (or by the Rector of the university in case of an appeals procedure) and the respective applicant only.
- (13) Applicants may appeal against a decision within 30 days of its announcement. An officially certified copy of a document confirming prior completed education must be included as part of the appeal. The appellate administrative body is the Rector, and appeals are made via the dean. The obligation to submit proof of education does not apply to graduates of a Master's degree programme who have achieved the relevant education at FA MENDELU and their studies, including evidence of completed education, are recorded in the information system.

## **Section 5**

### **Entrance Examination**

- (1) An entrance examination is a mandatory part of the admissions procedure.
- (2) The entrance examination will be held on 25 June 2025 for all doctoral degree programmes. The specific time of the entrance examination is set individually for each applicant well in advance. Applicants will be informed of the time of their exam via an application contained in the Information System.
- (3) If an applicant fails to be present for their entrance examination, the fee that has been paid in relation to the application to study will not be refunded.
- (4) The entrance examinations for admission to doctoral studies are held in oral form and take place before a Board of Examiners appointed by the dean of the faculty. The anticipated supervisor is invited to be present at the entrance examination.
- (5) The Board of Examiners will assess the specialised knowledge of all applicants, their prerequisites for scientific work based on their previous scientific, publication and other creative activities and issue an appraisal either recommending or not recommending the applicant. The Board will establish a ranking order of recommended applicants to respective doctoral degree programmes and forward it to the dean of the faculty, who will then issue decisions on admissions.
- (6) If the need arises, the dean of the faculty has the right to make changes to the date and form of the entrance examinations for entry into doctoral degree programmes, as well as cancel oral entrance examinations. This information must be made public on the official notice board and the FA MENDELU website.

## **Section 6**

### **Specific Provisions Pertaining to the Admission of Applicants who have Completed a Master's Degree Programme Abroad and Admissions to Degree Programmes Taught in a Foreign Language**

- (1) The dean of the faculty and the Admissions Board appointed by him/her have the authority to modify the form of the entrance examination for foreign applicants, assess their qualifications based on received additional documents and verify, among other things, the required level of their language skills as per Section 3 (7). In cases deserving special consideration, the dean may exempt an applicant from taking an entrance examination upon their written request received prior to the entrance examination day.
- (2) In order to be enrolled in studies, applicants who have obtained prior education abroad, with the exception of the Slovak Republic, must provide an officially certified copy of a nostrification clause on the recognition of higher education in the Czech Republic, or a favourable assessment of the

applicant's higher education obtained abroad as part of the admissions procedure pursuant to Rector's Order 12/2022.

- (3) An officially certified copy of the nostrification clause on the recognition of higher education in the Czech Republic, together with an officially certified copy of a foreign diploma and its certified translation produced by a sworn translator should be provided no later than on the course enrolment day.
- (4) Applicants can apply for an assessment of their higher education obtained abroad as part of the admissions procedure pursuant to Rector's Order 12/2022. More detailed information will be posted on the FA MENDELU website. Assessments of foreign higher education are subject to charge. The amount of the fee for assessing foreign education was established by Rector's Order 13/2020 on fees associated with studies at CZK 900. All fees paid are always non-refundable.
- (5) If there are any doubts about the sufficiency of the level, scope, or content of an applicant's prior education gained abroad documented by a foreign certificate of foreign higher education, the applicant will be required to provide proof of his/her foreign higher education by submitting an officially certified copy of a nostrification clause on the recognition of their higher education in the Czech Republic in compliance with the generally binding regulations of the Czech Republic within the timelines specified in Section 6 (3).
- (6) (6) If the fee for assessing foreign education is not paid, or if the documents required to verify foreign higher education are not provided, it will be required for one to prove their foreign higher education by submitting an officially certified copy of a nostrification clause on the recognition of their higher education in the Czech Republic in compliance with the generally binding regulations of the Czech Republic within the timelines specified in Section 6, point 3.
- (7) Studying a degree programme taught in a foreign language is subject to a charge. The fees are specified in Rector's Order 13/2020.

## **Section 7**

### **Final Provisions**

- (1) If the need arises, the dean of the faculty has the right to extend the deadline for the submission of applications to study in doctoral degree programmes. This information must be made public on the official notice board and on the FA MENDELU website.
- (2) The dean reserves the right to open a second round of an admissions procedure. In such case, the information will be published on the official notice board and the MENDELU FA website.
- (3) The faculty will publish the information on the admissions procedure progress, pursuant to Section 50 (9) of the Higher Education Act, on the FA MENDELU website.
- (4) The contact details of student administration officers are available in the Study Department section of the MENDELU FA website.
- (5) These Conditions for Admission to Study in doctoral degree programmes at FA MENDELU will come into force on the day of their approval by the Academic Senate of the faculty.

In Brno, on 18 November 2024

Prof. MVDr. Leoš Pavlata, Ph.D.  
Dean  
of the Faculty of AgriSciences,  
Mendel University in Brno

Approved by the Academic Senate of the Faculty of AgriSciences on 18 May 2024.

Assoc. Prof. Ing. Jiří Čupera, Ph.D.  
Chair of the Academic Senate  
of the Faculty of AgriSciences,  
Mendel University in Brno