

## The Ph.D. Study Board of Anatomy, Histology, Embryology at Charles University, Faculty of Medicine in Pilsen and 2nd Faculty of Medicine

### Doctoral (Ph.D.) studies:

- Anatomy, Histology and Embryology (P0912D350015) in the Czech language,
- Anatomy, Histology and Embryology (P0912D350016) in the English language,

### Procedure for submitting and defending the Ph.D. thesis

- The requirements for the Ph.D. thesis are determined by the obligatory standards, in particular Art. 32 of the Rules of study at the Faculty of Medicine of Charles University in Pilsen: <http://www.lfp.cuni.cz/clanek/5973-rules-of-study-effective-november-1-2021.html>
- Readiness for the defense and interest in the date will be expressed by the supervisor via the form at: <https://forms.office.com/r/mWXVz7awyB>. The Ph.D. Study Board's Secretariat will consult with the supervisor and the student about the final date in the near future.
- When selecting the opponents, the criteria of Art.11 of the Code of study and examination of Charles University must be observed: <https://cuni.cz/UKEN-726.html>
- If the supervisor wants to suggest opponents, it is advisable to find out their preliminary willingness and time availability. The appointment of opponents is subject to the prior approval of the State Final Examinations and Defenses Committee, and therefore the supervisor sends them to the Chair of the Committee ([zbynek.tonar@lfp.cuni.cz](mailto:zbynek.tonar@lfp.cuni.cz)) together with evidence of fulfilment of the criteria for the defense, including publications, which are a condition for the authorisation of the defense.
- If the Ph.D. thesis submitted for defense includes papers with multiple co-authors, the candidate is supposed to specify his/her own specific contribution to these publications in the preface or appendices. The rules for authorship defined by editorial offices of some publishing houses may be a guide, e.g. <https://www.elsevier.com/authors/policies-and-guidelines/credit-author-statement>, or consensus documents defining the roles of authors in the biomedical field <https://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html>.
- The student submits the Ph.D. thesis and all attachments to the Department of Science and Research of the relevant Faculty according to the following procedure: <http://www.lfp.cuni.cz/clanek/5165-process-of-dissertation-defence.html>
- The procedure for the actual defense is given in Art. 33 of the Rules of study at the Faculty of Medicine of Charles University in Pilsen: <http://www.lfp.cuni.cz/clanek/5973-rules-of-study-effective-november-1-2021.html>
- The defense of the Ph.D. thesis consists of a public part and a closed committee meeting. We invite all PhD students, their supervisors, and other guests to the public part of the defense.