
APPLICANTS

PhD. Studies - Admission procedure

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Department for Research and Scientific Activities

Admissions for the academic year 2025/26:

Application deadline:	30. 11. 2024 - 31. 3. 2025
Entrance examination:	13. 06. 2025
Alternative date of the entrance examination:	27. 06. 2025
OPEN DOOR DAY (ZOOM)	22. 11. 2024 and 21. 3. 2025
Enrolment for international PhD students	1 September–31 October 2025

- [Education](#)
- [Special Education](#)
- [Philosophy of Education](#)
- [Didactics of Chemistry](#)
- [Mathematics Education](#)
- [Deutsche Sprache und Literatur mit Didaktik](#)
- [Musical Theory and Education](#)
- [Didactics of Art Education](#)
- [Public History](#)
- [English Language and Literature in a Didactic Perspective](#)
- [Educational and School Psychology](#)

Candidates for the doctoral study programme **Didactics of Chemistry** are now advised to choose a dissertation topic announced by a supervisor from the Department of Chemistry and Didactics of Chemistry. The topics and the respective supervisors are listed in the application module. Candidates must also upload the Supervisor's Consent as an attachment to the application form. Candidates are therefore advised to contact the relevant supervisor well in advance of the application deadline to consult with them about the dissertation topic they are interested in pursuing. If the supervisor agrees to supervise the candidate on the selected dissertation topic, he/she will confirm this by signing (or by a certified electronic signature) on the official Supervisor's Consent document, which the candidate will add as a scanned attachment to the electronic application. Please download: [the supervisor's consent](#).

As part of the admission procedure, applicants to the **Musical Theory and Education** programme are required to attach to their application a preliminary consent of their supervisor to supervise the PhD student. Therefore, applicants are advised to contact the chair of the departmental board, Prof. Michal Nedelka, PhD, well in advance of submitting their application for studies with a prepared dissertation topic. The Chair will inform them which supervisors are dealing with the relevant topics or related topics and provide them with the contact details of the supervisors concerned. The candidate will then arrange an online or in-person consultation with the potential supervisor to present their research plan. If the supervisor agrees to supervise the candidate, the candidate will provide the supervisor with an official Supervisor Consent Form. The supervisor will sign it manually or with a certified electronic signature and provide it to the candidate. The candidate uploads a scanned version of the signed document as an attachment to the online application. Please download: [the supervisor's consent](#).

Applicants to the **Philosophy of Education** programme are now required to include a proposal from their supervisor in the application form as part of the admission procedure. Depending on the topic of the dissertation, the candidate will choose a supervisor from a list of possible supervisors and contact him/her well in advance of the application deadline. If he/she does not find a supervisor, he/she contacts the chairman of the departmental board doc. Mgr. Michael Hauser, Ph.D., with a prepared dissertation topic. The chair will then advise them which supervisor deals with similar topics and give them the contact details of the supervisor in question. Please download: [the supervisor's consent](#).

Application form: [on-line](#)

Applicants should submit the following documents:

- Application form (electronic only via [link](#) above)
- professional curriculum vitae
- officially-verified certification of completed master's degree (diploma + diploma supplement)
- proposal for a research project (as an attachment to the electronic application only)
- supervisor's consent (only mandatory for Didactics of Chemistry, Musical Theory and Education, Philosophy of Education)
- a list of publications (optional)
- additional documentation that may determine the appropriate research panel for doctoral study (optional)
- the proof of payment of the administrative fee

**if the applicants shall fail to provide the documentation until the application deadline, they will receive a 5-day notice to complete the application with all the documents. If they fail to do so in due time, their application will be terminated without any refund possible.*

CERTIFICATE OF COMPLETION of Master's degree programme. The candidate submits a certified copy of Master's degree programme to the Department for research and scientific activities at the Faculty of Education by October 21 the same year (I. round) / March 21 the same year (II. round) at the latest. The applicant cannot be admitted without this document. Candidates who completed Master's degree programme from abroad need to present confirmation of the equivalence. Information about the assessment of foreign tertiary education documents can be found [here](#)

Diploma Recognition (useful links):

[Specification of legalization of documents - the verification procedure follows the following patterns based on the country of origin and valid international agreements](#)

[Diploma recognition](#)

[Assessment of foreign tertiary education in the admissions procedure of Charles University](#)

[General recognition of foreign higher education at CU](#)

The application documents are sent by post to the

Faculty of Education Charles University

Bc. Eliška Šmerdová

Department for Research and Scientific Activities

M. Rettigové 4

116 39 Praha 1

[ZOOM seminar 2021 admissions](#) [ZOOM seminar 2022 admissions](#) [ZOOM seminar 2023 admissions](#)

New web for incoming students <https://www.studycharles.cz/>

How to set up an application: <https://www.studycharles.cz/how-to-apply>

Procedure for applying for a waiver of the admissions fee <https://cuni.cz/UK-10831.html>

Information about studies at Charles University: [Webinar - Study at CU](#)

Live webinar: [Facebook webinar](#)

Fees associated with the admission procedure:

Online application fee (CZK): Doctoral study: 2000 CZK

The fee must be paid for each submitted application form. Payment is made by bank transfer or deposit in the bank. The proof is the bank transfer confirmation (not the payment order) or a copy of a bank account statement. The fee is nonrefundable. At any stage of the admission process the fee is not refunded even if the applicant does not attend the entrance examination or does not apply electronically.

Komerční banka Bank account: 85236011/0100, Variable code: Students number, Transfer post code for payment via postal order: IBAN: CZ43 0100 0000 0000 8523 6011, SWIFT: KOMB CZ PP

Tuition fee for studies in a foreign language:

Tuition (CZK) / per period: 4000 CZK / year

The electronic form of application is available at <https://is.cuni.cz/studium/eng/prijimacky/index.php> To submit an application properly we recommend reading help. Please note that after completing an electronic application it is necessary to finalize it by clicking on „ODESLAT“ button, otherwise it is not valid.

Only an electronically submitted application is considered valid, no printed versions sent via postal service can be accepted. The application must be submitted and fee paid by the application deadline.

Application status can be checked at: <https://is.cuni.cz/studium/>, module „Admission“ (application storage, entrance examination dates, admission results, etc.). After filling in the application in electronic form, each candidate will receive their unique code necessary for paying the fee. The fee must be paid for each submitted application form and is due on the last day of application submission. If the application form is not properly filled or does not contain required information, the Faculty of Education will ask the candidate to rectify it within a given period. If the application is not rectified in time, admission procedure is terminated.

Characteristics of studies

Doctoral study is organized in 4 years. It is intended candidates who have properly completed Master's degree program. In the event that the applicant finishes a Master's degree after the deadline for submission of the application, he/she has to submit the proof of completion of a Master degree until October 21 the same year (I. round) / March 21 the same year (II. round).

The study is realized in **2 forms** – full-time and combined. Full-time study assumes learner involvement of student in the activities of the department which realizes the study programme. The activity consists of research or teaching activities according to the nature of the department. The combined study assumes contact with the student's workplace on a purely educational basis. Doctoral program envisages independent research and creative activity. The artistic-pedagogical branches are aimed at independent theoretical and creative activity.

The study is realized in English. The condition is therefore such knowledge of the English language, what enables the candidate to carry out the above mentioned activities, including taking exams and writing a dissertation thesis.

Entrance exam

The candidate demonstrates the capability of doctoral studies at the entrance examination. The exam takes the form of a debate about the project research. The candidate proves own thoughts and thorough knowledge of the research field. Any additional claims in particular branches are mentioned in information about the branches.

Research project

The expected length of text is 10 pages. The project should include in particular: motivation of the applicant to the topic processing, the state of the research in selected field, the results of candidate's own activities in chosen field, aims, hypotheses, methods, anticipated results, bibliography, design of individual stages of dissertation with respect to the length of study.

Consultations

Due to the nature and content of study, the applicant can consult the theme, the structure of project and possibilities for its processing with chairs of doctoral boards. Contacts are listed in the information about branches of study.

Useful links:

- [Welcome to the Czech Republic](#)
- [Welcome to Charles University](#)
- [IT systems at Charles](#)
- [Doctoral Study](#)
- [Student well-being](#)
- [Applicant assistance for bank account / visa approval](#)
- [Special web for Ukrainian applicants: UA CUNI](#)
- [Statement of Charles University on the entry of newly admitted Russians and Belarusians to study](#)
- [Information leaflets for university students considering changes made by amendment to the Act. No 326/1999 Coll. on the Residence of Foreign Nationals with effect from July 31st, 2019](#)
- [Visa and Accommodation ? Procedure for Foreign Students Confirming Accommodation at the Halls of Residence at Charles University in Prague](#)

NOTE:

- Accepted full-time students usually stay onsite and are eligible for a PhD. scholarship received monthly in the amount of 12.500 CZK. However, this amount can be issued only from the time they start studying, that means to have a Czech bank account and sign *in person* immatriculation documents after arriving in the Czech Republic. Accepted distance(combined) students have to create individual study plans and have to be in-person to do exams and fulfil duties in-person in Prague at our faculty at least 3 months per academic year. Distance students cannot receive PhD. scholarship support.
- Students who get accepted have to create an ISP (Individual study plan) and fulfil duties in compliance with their supervisor, depending on the study field and focus, if any of the duties are not fulfilled scholarship support may be reduced.
- Our faculty does not provide students with any support in terms of health insurance, bank account set up, cell phone programmes etc. Nor does the faculty provide support in terms of payment for accommodation, transportation for the entrance exams etc.
- Applicants for the full-time study if approved have to set up a Czech bank account in person in the Czech Republic in order to receive any scholarships
- Due to the recent crisis applicant from Russian Federation will not be granted any student visas to Czech Republic or EU. If you are an applicant from Russian Federation, you may apply, but in order to enrol you will have to complete the Czech MOI visa process first. We advise Russian applicants to wait for application after the international conflict resolves. For more info read [Statement of Charles University on the entry of newly admitted Russians and Belarusians to study](#)