

Rectors Provision Nr. 5/2011

The implementation of internationally recognized courses at Charles University in Prague

Art. 1

The project to implement an internationally recognized course

1. The project of the faculty or university institute to implement an internationally recognized course focused on increasing the expertise of students or graduates of foreign universities (hereinafter referred to as "project" and "course") contains in particular
 - a) The name of the course
 - b) The nature of the course and its focus
 - c) The profile of a course's graduate
 - d) The length of the course expressed in semesters,
 - e) The subjects taught in the course, the study workload expressed in hours
 - f) The procedure and the requirements for the acceptance of applicants to the course,
 - g) The conditions that the participant must meet during the course of studies and their evaluation
 - h) The conditions to be met for a successful completion of the course,
 - i) The internationally recognized title, if it is to be awarded to graduates of the course,
 - j) The tuition fee for participation on a course
 - k) Securing of the personnel/professional staff necessary for implementing the course, including the basic characteristics of the existing scientific and pedagogic expertise of the presumed lecturers/professors
 - l) Providing space for lectures and adjacent informational systems necessary for implementing the course.

A part of the project as referred to in subparagraph b) and i) is the proof that the course, eventually the awarded title, meets the conditions pursuant to § 60a of Act No. 111/1998 Sb., as amended.
2. The project must also specify in which period the course is to be implemented.
3. Among the prerequisites of the project are the recommendations of at least two renowned foreign professors of the respective field to implement the course.
4. The project must also include a calculation of the revenues and costs of implementing the course, the fee for participation in the course according to paragraph 1. j) shall be determined on the basis of this calculation.
5. The project shall be submitted by the Dean or the director of the institute to the Rector together with the official statement of the scientific council of the faculty or university institute.



Art. 2

The admittance of applicants

1. The faculty or university institute accepts candidates to the course according to the institution's available capacities and in accordance with the relevant provisions of the Dean of the faculty or the director of the institute.
2. Compliance with the requirements for admission to the course may be verified through certified documents or an entrance examination.

Art. 3

Course graduation

1. The graduates of the course shall be issued a certificate by the University.
2. The certificate shall also contain the internationally recognized title, if it is awarded to the graduates of this course.
3. The certificate is signed by the Rector and the Dean of the faculty or director of the institute.
4. The template for the certificate is established by the Rector.
5. An obligatory condition for the completion of the course is passing the final examination, which may include writing a thesis.

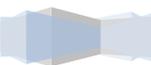
Art. 4

The fee

1. The tuition fee for participation in the course is set by the Dean of the faculty or director of the institute in accordance with the approved project, this consideration is the income of the respective component of the university.
2. The fee for the issuance of certificates of completion of the course is determined by the Rector on the basis of a calculation, this consideration is the income of the university.
3. The payment of the fee pursuant to paragraph 1 is ascertained no later than at the beginning of the course. The details, including the method of payment, shall be determined by the Dean or the director of the institute.
4. The payment of the fee pursuant to paragraph 2 is a prerequisite for receiving the certificate.

Art. 5

Rector's decision on the implementation of the course, course evaluations



1. The implementation of the course is decided upon by the Rector.
2. The Rector shall not approve the project especially when the scientific council of the University has taken a dissenting opinion on the project.
3. Part of the positive decision of the Rector regarding the implementation of the course is particularly the approval of the project and furthermore the determination of
 - a) The period in which the internationally recognized course may take place and
 - b) The period for which an evaluation of the course shall be made and the requirements of such an evaluation.
4. The method of assessing the course evaluation shall be determined by the Rector or Vice-Rector within a reasonable time (Article 7, paragraph 3). The period for which the evaluation of the course is made shall not exceed the period of twice the length of the course.
5. The course evaluation shall be taken into account by the Rector or the Scientific Council of the University especially when
 - a) Considering the requests of the Dean or the director of the institute to extend the period in which the internationally recognized course may take place or
 - b) Deciding to shorten this period from his own initiative.

Art. 6

Publishing information about the courses

1. The faculty or institution publishes information on the course via the Internet.
2. The applicants for admission to the course shall be previously informed with the present provision, the executive provisions issued by the Dean of the faculty or the director of the institute in accordance with Article 7, paragraph 1, the approved project and any other relevant facts.

Art. 7

General and final provisions

1. Further details may be specified by the Dean of the faculty or director of the institute in accordance with this provision.
2. In the case of a joint project of the University's components, the project shall also include the definition of mutual cooperation and the individual responsibilities of these components.
3. The implementation of courses at the University is coordinated by the Vice-Rector for
4. This provision enters into force on the 8th of April, 2011.

