

Ordinance No. 11DV/2015 of the Dean of the Faculty of Economics of the University of West Bohemia in Plzeň

on the Admission Procedure to Doctoral Study Programme P-6208 Economics and Management in the English language in Academic Year 2016/2017 at FEK UWB

Article 1 – Admission Requirements

An essential prerequisite for admission to the doctoral study programme (hereinafter referred to as “DSP”) is a duly completed Master’s/follow-up master’s study programme and fulfilment of admission requirements.

Article 2 – Submitting Applications

1. An application for admission to DSP in the English language shall be submitted in writing (an application form is available on [www.fek.zcu.cz/Research and Development - Information on Doctoral \(PhD\) Study – Admission Procedure](http://www.fek.zcu.cz/Research_and_Development_-_Information_on_Doctoral_(PhD)_Study_-_Admission_Procedure)). The application must be delivered in person into the hands of Ing. Barbara Trojanowská from the Study Department of the Faculty of Economics, University of West Bohemia in Plzeň, Husova Street 11, Office no. HJ203, or sent by recorded delivery to the following address: FAO: Ing. Barbara Trojanowská, Faculty of Economics of the University of West Bohemia in Plzeň, Study Department, Husova Street 11, 306 14 Plzeň. The application must be supplemented with written documents pursuant to paragraph 3 of this Article.
2. The application form including the written documents specified in paragraph 3 must be submitted **by 31 May 2016 at the latest**.
3. The application must be supplemented with the following documents in writing:
 - a) university degree certificates and a proof of possible work experience. If the applicant is a student in the final year of the master’s/follow-up degree programme, the certificate shall be added when obtained;
 - b) a structured, professional CV;
 - c) a list of professional activities with their outcomes (publications or other professional activities), a title of the master’s thesis and its assessment (optional);
 - d) a dissertation topic given in outline related to one of the topics listed below (see Appendix 1), or an applicant’s own topic; **the dissertation topic should be discussed with the potential supervisor in advance**;
 - e) a cover letter providing a brief explanation of reasons for study (motivation for DSP), stating the form of study (full-time or distance);
 - f) 1 photograph (a passport photo size, i.e. 3.5 x 4.5 cm);
 - g) proof of payment of the admission fee amounting to CZK 500;
Name of the bank: Komerční banka Plzeň
Account number: 4811530257/0100
Variable symbol: 5175 0001 16
Specific symbol: applicant’s date of birth in format YYYYMMDD
4. Having duly submitted the application, the applicant is invited in writing to take an entrance examination. The exact date and venue of the entrance examination are specified on the invitation.
5. If the application is not submitted in a regular manner and on time, the applicant is excluded from the admission procedure.

Article 3 – Entrance Examination

1. An entrance examination is held in the form of:
 - an interview on the chosen dissertation topic given in outline. In their presentation (e.g. in MS PowerPoint, applicants are to concentrate especially on:
 - a) the subject of their research;
 - b) methodology they want to use;
 - c) explanation of their motivation for the PhD study and the expected specialization of their further research activity after completing their doctoral study.
 - an interview in order to check the knowledge of theoretical fundamentals, which are essential for a successful study in DSP, and the general overview in the given discipline. Applicants for study in DSP are provided with entrance exam topics, including relevant literature, which are based on the state final examination questions for the follow-up (Master's) degree programme in Business Administration and Management. The entrance examination topics are published on the FEK website (www.fek.zcu.cz) in Research and Development – Information on Doctoral Study – Admission Procedure. Applicants may also add data on their publication activities or other activities in the respective subject field. Applicants with professional experience shall briefly speak about their previous professional experience and references.
2. The entrance examination is public and will be held in the latter half of June 2016.

Article 4 – Entrance Examination Assessment

The Admission Committee shall assess documents submitted as a part of the application form, and the knowledge that the applicant has demonstrated in the entrance examination. Based on the assessment, the Admission Committee shall submit a justified proposal to the Dean to either admit or reject the applicant. The course of the entrance examination shall be recorded in the examination report by the Committee.

Article 5 – Decision on Admission

1. The general regulations on administrative procedure do not apply to the decision on admission to study.
2. The Dean shall decide on the applicant's admission to study.
3. The decision on admission to study shall be drawn up in writing within 30 days from holding the entrance examination and delivered to the attention of the applicant.

Article 6 – Number of Admitted Students

In academic year 2016/2017, the maximum number of applicants admitted to DSP in the English language is 5, as the actual number of admitted students is limited by the capacity of individual supervisors.

Article 7 – Enrolment in DSP

Enrolment in DSP shall take place during September. The enrolment schedule is specified in a separate guideline of the FEK Dean.

On 16 December 2015 in Plzen

PaedDr. Dana Egerová, Ph.D.
President AS FEK

doc. Dr. Ing. Miroslav Plevný
Dean

Annex 1

General Topics of Dissertations (including supervisors) for DSP in the English language

Annex 2

Scheme of the Study Plan for DSP in Economics and Management in the English Language

General Topics of Dissertations for Academic Year 2016/2017

doc. Ing. Theodor Beran, Ph.D. (FST ČVUT)

- Integration of information systems for managerial decision.
- The model of aggregation of mezzo-economic indicators.

prof. Ing. Lilia Dvořáková, CSc. (KFU)

- Measurement and management of business processes performance in the condition of 21st century.
- Measurement of value added in economic, environmental and social context.
- Development of accounting and financial theory and praxis from cross-disciplinary view.
- Development of methods and tools in the area Treasury Management.

doc. PaedDr. Ludvík Eger, CSc. (KMO)

- Diversity Management
- Talent management for competitive advantage.
(Consultant – PaedDr. Dana Egerová, Ph.D.)

doc. Ing. Dagmar Jakubíková, Ph.D. (KMO)

- Implementation barriers for marketing in management.
- Destination management organizations in selected European countries.

doc. RNDr. Mgr. Jiří Ježek, Ph.D. (KGE)

- Small and medium-sized family companies and their problems.
- Community-based entrepreneurship and their problems.

doc. RNDr. Ing. Ladislav Lukáš, CSc. (KEM)

- Application of stochastic processes in business economics and finance.
- Modelling of financial market processes and their links to corporate finance.

doc. Dr. Ing. Miroslav Plevný, (KEM)

- Limiting factors to make use of exact methods in business management.
- Efficient application of decision making methods in company management system.
- Business process modelling and optimization.

doc. Ing. Jiří Vacek, Ph.D. (KPM)

- Innovation management in knowledge economy.
- Relationships and interactions of project, process and knowledge management.
- Knowledge transfer, the triple helix.

- Intellectual capital - creation, protection, competitiveness.

doc. Ing. Emil Vacík, Ph.D.

- Performance improvement by use of value management tools.
- Process optimization on strategic tactic and operational level.
- Modern methodology of risk estimation and treatment.
- Hard and soft factors in strategic management.

FACULTY OF ECONOMICS OF THE UNIVERSITY OF WEST BOHEMIA

Ph.D. Study Plan of the Programme Economics and Management

