

Changes for students and teachers at PTF CU

A brief overview of the main changes arising from the new regulations of Charles University (CU) and the Protestant Theological Faculty (PTF) from the 2026/2027 academic year

From 1 October 2026, the new [Code of Study and Examination of Charles University](#) (CSE), [Scholarship and Bursary Rules of Charles University](#) (SBR), [Rules for the Organisation of Studies](#) (ROS PTF), and [Disciplinary Code for Students at PTF](#) (DC PTF) apply. Unless a transitional exception is specified, they also apply to students who began their studies earlier.

Other abbreviations used below: **SIS** = Study Information System; **SFE** = state final examination; **IC** = individual curriculum. Elective subjects are compulsory elective subjects; optional subjects are freely chosen subjects.

1 Subject registration and information in SIS

- **Full subject description before registration.** No later than the opening of subject registration, SIS must include, in particular, the form and method of instruction, the number of credits, the subject guarantor, the syllabus, the reading list, the language, all forms of assessment and the requirements for passing them, the evaluation method, learning results, and the possibility of repeated registration. (*CSE Art. 19(1)*)
- **Cancellation of subject registration.** After the subject registration period has ended, students may still cancel their registration for a subject within three weeks of the start of teaching period. (*ROS PTF Art. 5(2)*) This is arranged by submitting an application through the Student Affairs Office.
- **Repeated registration.** Students may generally register for a subject repeatedly (*CSE Art. 19(1)(h)* and *Art. 24(1)-(2)*). ROS PTF do not impose any restrictions on repeated subject registration.
- **Subjects with fewer than three students.** After consulting the programme guarantor, the Dean may cancel an elective or optional subject with fewer than three registered students within three working days of the end of registration. An elective subject may not be cancelled if at least one student has registered for it repeatedly. Students must be offered a replacement subject of the same type worth at least the same number of credits, and have three working days to register for it during supplementary registration. (*CSE Art. 20(1)-(2)*; *ROS PTF Art. 4(1)-(4)*)

2 Examinations and assessment of study

- **Assessment dates.** The total capacity of assessment dates must be at least 30% higher than the number of students concerned. Dates must be distributed evenly and published no later than two weeks before the examination period begins; this requirement does not apply to the examination period from July to September. (*CSE Art. 26(4)*)
- **Cancellation of registration for an assessment date.** Students may cancel their registration for an assessment date no later than two days before the assessment begins. (*CSE Art. 26(5)*; *ROS PTF Art. 6(1)*)
- **Results and retention of written assignments.** The result of an oral assessment must be communicated without delay and entered in SIS within three working days. A written assessment must be marked and its result published within ten working days; in all cases, no later than the last day of the examination period. The Faculty retains written assessment outputs until at least the end of the following academic year. (*CSE Art. 27(3)-(4)*)
- **Access to graded assessments.** Within ten working days of a result being entered in SIS, students have the right to access their graded written assessment and to request a consultation with the examiner about the reasons for the result. (*CSE Art. 27(5)*)

- **Oral examination before a board of examiners.** Where repeated subject registration is permitted, an examination board is mandatory only for the second resit in a repeatedly registered compulsory or elective subject. At PTF, students may also request that any attempt at an oral examination be held before an examination board, provided they apply at least five working days in advance. If all attempts at an examination must be held before a board, this must be stated in SIS before subject registration. (CSE Art. 29(1)-(5); ROS PTF Art. 8(1)-(2))
- **Commencement of an assessment and fraudulent conduct.** An assessment begins with verification of the student's identity. A student who withdraws after it has begun is graded "fail". The same grade applies to fraudulent conduct; the examiner must also submit a motion to the Dean to commence disciplinary proceedings. (CSE Art. 27(2) and (7)-(8))
- **Plagiarism and self-plagiarism.** Suspected plagiarism identified by a teacher, thesis advisor, supervisor, reviewer, or another person must be reported to the Dean. The Code now also explicitly defines self-plagiarism. It does not explicitly regulate the use of AI; rules on AI must therefore be set out in faculty or subject guidance. (CSE Art. 78(1)-(4))

3 State final examinations and final theses

- **Separate parts of the state final examination.** Individual parts of the SFE may be taken separately after the required compulsory and elective subjects have been completed. Requirements for individual parts of the SFE in each programme will be published on the [State Final Examinations](#) webpage. The total number of credits (180 credits for a three-year bachelor's programme and 120 credits for a two-year post-bachelor's master's programme) is required only for the last part of the state examination, namely the defence of the bachelor's or diploma thesis. (CSE Art. 37(2) and Art. 38(1)-(2); ROS PTF Art. 11(2)-(3))
- **The thesis defence as the final part.** At PTF, the defence of a bachelor's or diploma thesis is always part of the state examination and is held as its final part. (CSE Art. 37(3); ROS PTF Art. 11(1) and (3))
- **Verification of identity.** A state examination or a part thereof begins with verification of the student's identity. (CSE Art. 42(1))
- **Written preparation.** Students have the right to prepare in writing for an oral state examination; the defence of a final thesis is an exception. (CSE Art. 42(2)) Examination requirements therefore need to be reviewed. Ideally, topics or questions should be prepared in advance, students should be allowed to choose or draw them, and time for written preparation should be provided before questioning begins, as is already the practice in the Social and Pastoral Work programme.
- **Grading.** The chair of the examination board proposes a grade, and all members present vote on it; abstention is not permitted. If the proposal does not receive a majority, the board votes on another proposal from the chair. If no proposal receives a majority, the grade more favourable to the student applies. (CSE Art. 43(2))
- **Electronic examination record.** Where the grade is "fail", the record must include the reasons for that grade.
- **The student's opportunity to comment.** Students may comment on the conduct of the examination within one day of the record being confirmed in SIS. The examination board must inform them of this right. (CSE Art. 42(3)-(5) and Art. 63(3)-(5))
- **Deadline for reviewers' reports.** Reports must be available no later than one week before the defence. If a report is made available late, the student may request a new date within three days of the report becoming available, but no later than before the defence begins. (CSE Art. 45(3) and Art. 62(3))
- **Objections to a reviewer's report.** Within three days of a report becoming available, students may raise objections and ask the Dean to commission an additional report. The Dean may grant the request if the objections are found to be justified. (CSE Art. 45(4) and Art. 62(4))

- **A report that does not recommend the defence.** If at least one report does not recommend the thesis for defence, the student may withdraw before the defence begins. The attempt is forfeited, but the student may revise the thesis before the next attempt. (*CSE Art. 45(5) and Art. 62(5)*)
- **Changes to a submitted thesis.** Once submitted, the text of a thesis may not be changed, except for minor corrections in the form of errata. If a student fails to attend the defence, the original version must be defended at the next attempt. If the defence is graded “fail”, the examination board determines whether the thesis must be revised or supplemented. (*CSE Art. 44(3)-(5), Art. 59(5), Art. 60(6), and Art. 64(4)*)
- **Thesis submission.** Bachelor’s theses, diploma theses, and dissertations at PTF must be submitted electronically through SIS and also as one printed copy. (*CSE Art. 75(1); ROS PTF Art. 12(2) and Art. 20(3)*)
- **Abstracts of final theses.** For diploma theses and dissertations, abstracts must be submitted separately in English, in the language in which the programme is offered, and in the language of the thesis. (*CSE Art. 44(2), Art. 59(4), and Art. 75(2)*)

4 Progression through study and changes to study status

- **Minimum credit requirements.** The new ROS PTF set minimum thresholds of 40, 80, 120, 140, and 160 credits for registration in the second to sixth years of all bachelor’s programmes, respectively. For master’s programmes, the thresholds are 40, 80, 90, and 100 credits for registration in the second to fifth years, respectively. (*ROS PTF Art. 3(1)-(2); previous ROS PTF Art. 4(2)*) These thresholds are unchanged.
- **Recognition of subjects completed in previous study.** Recognition is possible if no more than the standard period of the relevant programme plus two years has elapsed since the equivalent study requirement was fulfilled (five years for a three-year bachelor’s programme and four years for a two-year post-bachelor’s master’s programme). Where the equivalent requirement was fulfilled at a professional college, it must have been graded above the lowest passing grade. (*CSE Art. 33(1)-(4); ROS PTF Art. 10(1)*)
- **Recognition of subjects in Erasmus+ programmes.** Students are entitled to recognition of study requirements fulfilled in accordance with their Erasmus+ Learning Agreement. If they do not apply within 60 days of the end of the mobility, the Dean recognises the requirements by virtue of office. (*CSE Art. 34(1)-(2)*)
- **Transfers.** PTF permits transfers between its own programmes and from another faculty, as well as between programmes with different languages of instruction, but there is no entitlement to a transfer. At least 40 credits are required for a transfer within PTF and 60 credits for a transfer from another faculty, together with a bridging test and, when changing the language of instruction, proof of CCE-C1 proficiency. Transfers between doctoral programmes are not permitted. (*CSE Art. 46(1)-(5) and Art. 47(1)-(7); ROS PTF Art. 13(1)-(5)*)
- **Interruption of study.** There is no longer an automatic entitlement to interrupt study solely because a student has completed the requirements for the year and has not started the next year. The general entitlement of doctoral students to interrupt study outside the IC assessment period is also abolished. Entitlement to interrupt study remains, in particular, on grounds of serious health problems, care for a dependent person, pregnancy, childbirth or parenthood, taking a child into care, and representing the Czech Republic in sport. (*CSE Art. 66(1)-(4); previous CSE Art. 6(2)(a)-(e)*)

5 Electronic delivery of documents and submission of applications

- **Time limit for appeals.** The time limit for appealing a decision is reduced from 30 to 15 days from notification of the decision. The same 15-day time limit also applies to scholarship and bursary matters. (*CSE Art. 85(1); SBR Art. 31(1)*)

- **Delivery through SIS.** A document made accessible in SIS is deemed delivered when the recipient first signs in after it has been made accessible. If the recipient does not sign in, the document is deemed delivered on the last day of the ten-day time limit. (*CSE Art. 90(1)-(2); SBR Art. 35(1)-(2)*)
- **Electronic submissions.** Applications in study matters must now be submitted exclusively through SIS. During the transitional period until 30 September 2027, submissions may also be made in accordance with the Administrative Procedure Code; after that date, submissions made by other means will not be taken into account. A similar transitional option applies to scholarship and bursary matters, except for proceedings under SBR Art. 11, 12, and 18-22, including doctoral scholarships. (*CSE Art. 90(3) and Art. 91(7); SBR Art. 35(3) and Art. 36(5)*)

6 Doctoral study

- **Form of the final examination according to the start date of study.** Students whose doctoral studies began before 1 March 2025 remain subject to the previous arrangement of a separate state doctoral examination and dissertation defence. For other doctoral students, the state final examination consists solely of the dissertation defence. (*CSE Art. 58 and Art. 91(4)-(5); ROS PTF Art. 21(3)*)
- **Content of the individual curriculum and affiliation.** The IC sets out in detail the subjects and assessments, publications, progress on the dissertation, the pre-defence, conferences, placements, projects, and other creative activities. Publications and the dissertation must also acknowledge affiliation with Charles University. (*CSE Art. 52(3)-(7); ROS PTF Art. 14(1)-(5)*)
- **Responsibilities of the subject-area board, supervisor, and advisor.** The new Code defines these responsibilities in greater detail. If a supervisor ceases to perform their role, the Dean must appoint a new supervisor without undue delay upon the proposal of the subject-area board. In urgent cases during the intervening period, the chair of the subject-area board acts in the supervisor's place. (*CSE Art. 48(1)-(5), Art. 49(1)-(5), and Art. 50(1)-(3)*)
- **Component doctoral examinations.** Depending on the accreditation of their programme, doctoral students normally take at least four component examinations. ROS PTF specify the compulsory language and subject components, as well as the rules for holding a component examination before an examination board when required by the subject-area board (e.g. in the dissertation discipline). (*ROS PTF Art. 15(1)-(6)*)
- **Assessment of study.** A doctoral student may undergo the assessment of a subject no more than twice. A resit of an oral examination is held before a board of at least two examiners. If the student also fails the resit, the chair of the subject-area board must arrange an extraordinary assessment of fulfilment of the IC within one month. (*CSE Art. 55(1)-(6)*)
- **Dissertation pre-defence.** In full-time study, the pre-defence must be completed by the end of the second year; in combined study, by the end of the third year. Students have one resit attempt. If the first attempt is unsuccessful, the time limit is extended by one year. (*CSE Art. 56(1)-(4); ROS PTF Art. 16-19*)
- **Assessment of fulfilment of the IC.** There are now four assessment outcomes: A: the student fulfils the IC; B: the student fails to fulfil some requirements or does not fulfil them to a sufficient standard; C: the student fails to fulfil the requirements in a serious manner; D: the student fails to fulfil them in a very serious manner. Outcome D results in termination of study. Outcome C also affects the reduction of the doctoral scholarship. (*CSE Art. 57(1)-(7); SBR Art. 22(1)-(6)*)
- **Doctoral study income and doctoral scholarship.** Full-time doctoral students within the standard period of study may receive a doctoral scholarship upon application. Doctoral study income consists of the scholarship and two thirds of the remuneration for related creative work that qualifies for inclusion. Its minimum amount corresponds to 1.2 times the minimum wage applicable on 1 July of the relevant calendar year. Students must declare relevant employment income and report any subsequent changes. (*SBR Art. 18-21*)

- **Submission of the dissertation.** At PTF, the dissertation must be submitted through SIS and as one printed copy, no later than three months before the maximum period of study expires. (*ROS PTF Art. 20(3)-(4)*)

7 Scholarships and bursaries

- **New calculation of the average grade.** The average is weighted by the number of credits assigned to each subject, and all first attempts and resits are included. For grading on the A-F scale, A = 1; B = 1.5; C = 2; D = 2.5; E = 3; F = 4. Recognised examinations and recognised graded course credits are excluded from the average. (*CSE Art. 32(1)-(3); SBR Art. 8(2); RASB PTF Art. 2(1)*)
- **Transitional rules for 2025/2026.** Scholarships for academic results achieved in the 2025/2026 academic year will still be awarded under the rules in effect on 30 September 2026. The new calculation will first apply to results from 2026/2027. (*RASB PTF Art. 13(3)*)
- **Eligibility for the scholarship for outstanding academic achievement.** The 10% threshold, the requirement for at least 50 credits, and the requirement for at least two graded study requirements remain. The condition that all study requirements must have been completed by the regular deadline has been removed. (*SBR Art. 8(3); RASB PTF Art. 2(1)-(3); previous RASB PTF Art. 2(8) and (11)*)
- **First year of a post-bachelor's master's programme.** A scholarship for results from previous bachelor's studies may be awarded only if those bachelor's studies were completed at PTF. (*SBR Art. 8(4); RASB PTF Art. 2(6)*)
- **Exceeding the standard period of study.** A scholarship for outstanding academic achievement may not be awarded if the actual period of the relevant study exceeds the standard period by more than one year. For other scholarships and bursaries financed from the scholarship and bursary fund or from a subsidy or contribution, a general obstacle applies once the standard period has been exceeded by more than two years, unless an exception is specified. (*SBR Art. 7(1); RASB PTF Art. 2(7) and Art. 11*)
- **Social bursary.** Charles University will award and pay the social bursary for the last time in the 2026/2027 academic year. From September 2027, the state will take over this support through a benefit called the "Higher Education Study Allowance".
- **Bursary for a student in acute hardship.** Students may now apply to the Rector or to the Dean of PTF. They must provide evidence of their circumstances and income, and demonstrate that other forms of assistance cannot be used or are insufficient. Any new relevant facts must be reported until the decision is issued. (*SBR Art. 13(1)-(6); RASB PTF Art. 5(1)-(3)*)
- **Other scholarships, bursaries, and the Dean's Award.** More detailed provisions govern scholarships for creative and research achievements, research projects, study abroad, and international programmes. The PTF Dean's Award for the best final theses is explicitly established. (*RASB PTF Art. 3-9*)
- **Payment and implementing rules.** Scholarships and bursaries are normally paid by bank transfer to an account held with a financial institution in the Czech Republic. Students must provide the information needed for payment. The Dean may specify details of applications, proposals, and payments in a directive after the Faculty Academic Senate has issued its opinion. (*SBR Art. 5(1); RASB PTF Art. 10 and Art. 12(1)-(3)*)

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