



**CHARLES UNIVERSITY IN PRAGUE
THIRD FACULTY OF MEDICINE
Ruská 87, Prague 10**

In Prague, on the 22nd of July, 2014

Ref. No.: 8-3/2014 – 3LF

Number of Pages: 3

Number of Annexes: 1/1

**DEAN'S DIRECTIVE NO. 3/2014,
Regarding Awards of the Dean of the Third Faculty of Medicine,
Charles University in Prague**

Article 1

Subject Matter

This directive, in accordance with article 5, paragraph 3 of the Scholarship Regulations of Charles University in Prague, outlines the rules for the receiving of awards of the Dean of the Third Faculty of Medicine, Charles University in Prague, for students and graduates of doctoral, master's and bachelor's degree study programmes.

Article 2

Dean's Award - Categories

Dean's awards will be awarded in the following categories:

1) Dean's award for the best graduate of a doctoral study programme.

Candidates for this award meet the following criteria:

- a) during their period of study, the graduate published, as a first author, an article in a prestigious magazine (the prestige of the magazine shall be determined by its impact factor and by the field as classified in WOS). A prerequisite is that this article must have been written on the academic grounds of the Third Faculty of Medicine;
- b) during their period of study, the graduate was a successful leader of a GAUK (Grant Agency of Charles University) project.;

- c) successful representation of the Faculty at national conferences/contests, or received other awards in scientific fields (Award for publication, Award for best abstract, etc.)

The Award is in the amount 20.000,- Kč.

2) Dean's award for the best graduate of the master's degree study programme.

Candidates for this award meet the following criteria:

- a) have a grade average to a maximum of 1.3, have fulfilled all their study obligations in the regular term and didn't repeatedly enroll in any subject;

- b) have fulfilled the State Rigorous Exam with an average of 1.2 with the fact that they fulfilled all parts in their regular terms;

- c) took part in a Student Scientific Activity or are authors or co-authors of scholarly articles published or accepted for publication in a peer-reviewed publication.

Each of the above criteria will be weighted by the Committee for the Awards of the Dean in accordance with article 3 of this directive.

The award is in the amount 20 000,- Kč.

3) Dean's award for the best graduate of a bachelor's degree study programme.

Candidates for this award meet the following criteria:

- a) have a grade average to a maximum of 1.3 and fulfilled all their study obligations in the regular term and didn't repeatedly enroll any subject;

- b) they fulfilled all the parts of the State Final Exam within the regular duration of study with a grade average of "excellent", all in the regular term;

- c) took part in a Student Scientific Activity or are authors or co-authors of scholarly articles published or accepted for publication in a peer-reviewed publication, or take part continually in work in a professional field (for example through the form of part time jobs, volunteering, etc.).

Each of the above criteria will be weighted by the Comitee for the Awards of the Dean in accordance with article 3 of this directive.

The award is in the amount 20 000,- Kč.

4) Award of Radana Königová for a contribution to the good name of the Faculty

Graduates from both the bachelor's and master's degree study programme meeting the following criteria are candidates for the award:

a) have fulfilled within 7 years from the beginning of study at minimum all parts of the state rigorous/final examination;

b) during their study, significantly contributed, through their activities in social, cultural, sports or pedagogical activities, or through their civic activities, to the good name of the Third Faculty of Medicine, Charles University in Prague.

The award is given annually to one student in the amount 20.000,- Kč

Article 3

Choice of Candidates

1) The Dean shall appoint a Committee for the Awards of the Dean (hereinafter "Committee") and the Dean entrusts this committee with the preparation of proposals for receipt of awards as outlined in article 2, paragraphs 1 - 4. During its work, the committee adheres to the statute in the annex of this Directive.

2) The committee, for the awards outlined in article 2, paragraphs 2 and 3 will, by the 30th of June annually, submit to the dean a proposal with the persons to be awarded. To fulfill this paragraph, a delegated member of the committee shall request the academic performance transcripts of graduates from the Study Division of the Dean's Office, and will request that those graduates meeting points a) and b) submit an activity in point c). The committee may invite candidates for an interview. Should points a) and b) be met by more than one candidate, the committee shall determine the order of students based on the activity in point c). Based on the proposal of the committee, the Dean shall decide on the awards outlined in points 2 and 3.

3) The proposal of the award pursuant to article 2, paragraph 1 shall be submitted by the 30th of September, annually.

4) Candidates for the Award of Radana Königová may be submitted by any member of the academic staff, including a proposal for oneself - the submission of candidates shall be announced by the committee annually, with a deadline of the 15th of June. The committee shall complete the submitted proposals with transcripts of academic performance and candidates will be invited to a personal interview. The proposal for the person to be awarded the Award of Radana Königová (or an order of candidates) shall be submitted by the committee to the Dean of the Faculty, who will decide upon the person to be awarded.

Article 4

Transitional and Final Provisions

- 1) For the academic year 2013/2014 the deadline for the submission of candidates for the Award of Radana Königová is set at 10th of September, 2014.
- 2) This Directive is effective on its date of signature.
- 3) This Directive does not invalidate any internal regulations.

Elaborated by: David Marx, M.D., Ph.D., Vice-dean for Undergraduate Education and Student affairs

Prof. Michal Anděl, M.D., Ph.D.

Dean of the Third Faculty of Medicine

Statute of the Committee for the Awards of the Dean

The Committee for the Awards of the Dean (hereinafter "Committee") is named by the Dean with persons from academic staff and students of the Faculty, as well as other persons of public trust and respect.

The committee comprises of a minimum of 7 members. A registrar shall from the employees of the Dean's Office shall be delegated to ensure operations requirements.

The first meeting of the committee shall be convened by the Dean of the Faculty. The Committee has a quorum if for the whole duration of the meeting more than half of its members are present. During the first meeting the committee shall elect its chairman by acclamation. The chairman is elected as the person receiving the highest number of votes, however no less than more than half of the votes of the present members of the committee.

The chairman directs the meeting of the committee and convenes its meetings. In the absence of the chairman, the meetings are directed by an ad-hoc elected director, the procedure for the election of this director is analogous to the procedure for the election of the chairman.

The committee shall decide via a resolution. The registrar of the committee shall prepare a record of the meeting of the committee within 10 days, which is to be confirmed by the chairman of the committee and a delegated member. Records of committee meetings shall be sent to all members of the committee, the Dean of the Faculty and published on the website of the Faculty.

Documents on which the committee bases its decisions are part of the file service of the Faculty and are to be stored in compliance with the File and discard regulations of the Faculty.