



## COLLECTION OF DECISIONS AND ORDINANCES OF THE FACULTY OF AGRICULTURE AND TECHNOLOGY UNIVERSITY OF SOUTH BOHEMIA IN ČESKÉ BUDĚJOVICE

Number: 9/2024

November 1, 2024

### Dean's announcement for the listing and submission of qualification theses in the academic year 2024/2025

#### Article 1

##### General provisions

This announcement implements the provisions of § 47b and § 75(4) of Act No. 111/1998 Coll., on higher education institutions and on amendments and supplements to other acts (the Higher Education Act), as amended (hereinafter referred to as the "Act").

#### Article 2

##### Listing of the topics for qualification theses

1. Heads of departments will ensure the listing of topics for bachelor's thesis for 2nd-year students of bachelor's degree programs and topics for diploma thesis for 1st-year students of subsequent master's degree programs in which the relevant department carries out pedagogical activities.
2. Topics for bachelor's and diploma thesis will be announced and published no later than **December 13, 2024**.
3. Departments must ensure that a sufficient number of topics for bachelor's and master's theses are listed according to the individual study programs for which they are intended.
4. Each department will prepare 2–3 thesis topics for the subsequent master's degree program Multifunctional Agriculture.
5. When listing the topics of diploma and bachelor's theses according to individual study programs, academic staff consistently pay attention to the connection between the topic of the qualification thesis and the focus of the study program in which the student is enrolled.
6. The topics of diploma theses for first-year students of subsequent master's degree programs may be similar to already solved topics of bachelor's theses, but the assignment protocol must clearly indicate the expansion or deepening of the problem being solved in at least one or two areas.
7. A bachelor's thesis can have the character of literary research. **In this case, however, the author must clearly demonstrate his own contribution and abilities of a synthetic approach when working with literature.**
8. When proposing topics, it is necessary to consider the financial, spatial and material provisions necessary for the successful completion of the qualification thesis. If the financial claims are not covered by grant funds, it is the responsibility of the head of the department to provide these funds from the budget of the department.



9. Heads of departments will submit the listed topics or areas of bachelor's and diploma theses for the attention of the faculty management **by December 13, 2024** (to the vice dean for academic affairs – in electronic form).

### Article 3

#### Assigning topics for qualification theses

1. **Students** of the 2<sup>nd</sup> year of bachelor's degree programs and students of the 1<sup>st</sup> year of subsequent master's degree programs in which the relevant department carries **are required to apply** to the relevant department for the chosen topic of the diploma or bachelor's thesis **no later than February 14, 2025** (see the schedule of the academic year FAT USB 2024/2025). Failure to fulfil this obligation may be considered as failure to fulfil the requirements arising from the study program according to the study and examination regulations in accordance with § 56 par. 1 letter b) of Act no. 111/1998 Coll., on higher education institutions.
2. **The departments** will ensure the processing of assignment protocols for diploma and bachelor theses **in IS STAG in 3 copies** and their submission to the Study Department of the FAT USB **no later than March 21, 2025**. The deadline for submitting bachelor's and diploma theses will be stated uniformly – **April 15, 2026**.
3. If the processing of the bachelor's and diploma work is related to the solution of the research project, it is necessary to mention this fact already in the assignment letter.
4. The head of the department will ensure that the workload of the academic staff with supervising diploma and bachelor's theses is as equal as possible. The average workload is considered to be the assignment of approximately 5 theses per academic staff member in a given year. However, the number of qualification theses supervised by an academic staff member is within the competence of the head of department, considering his/her other workload.
5. The supervisor of bachelor's theses may be an academic with a completed university education in a master's degree program (degree Ing., Mgr., etc.). The supervisor of diploma theses may only be an academic who has obtained a Ph.D. degree. The supervisor of bachelor's and diploma theses must be employed by the FAT USB České Budějovice.
6. The thesis supervisor can suggest a consultant for the qualification work, while an employment relationship at the FAT USB is not a condition required.

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