## Authorisation to use the academic title "doctor" for a scientific degree

**Procedure for the recognition of the right to use an academic title** (placed before the name) for graduates of postgraduate studies who obtained the academic title of "master" (magistr) and the academic title of "doctor" for a scientific degree (issue of a certificate of the right to use an academic title under § 99 (9) of Act no. 111/1998 Coll., on higher education).

This applies to graduates of Charles University who completed doctoral (formerly postgraduate) studies by 31 December 1998 (§ 99 of Act No. 111/1998 Coll. enters into effect on 1 January 1999).

If you require confirmation of your entitlement to use the academic title "doctor", please provide a completed and signed form .

Procedure for obtaining a certificate of authorisation to use the academic title "doctor" for scientific degrees:

- 1. Once completed and signed, forms should be sent to the e-mail address of one of the contact persons or delivered in person to the mail room at the following address:
- Rektorát Univerzity Karlovy Odbor pro studium a záležitosti studentů Ovocný trh 560/5 116 36 Praha 1
- 2. The form must be accompanied by:
  - an officially certified copy of your master's diploma

- an officially certified copy of your doctoral diploma (the diploma can be verified by a notary or at a municipal office)

- in the event of a change of surname, also an officially certified copy of your marriage certificate (the name on the diploma differs from the applicant's current name)

- 3. Issuance of the certificate is free of charge
- 4. The certificate is sent to the applicant by registered mail within 30 days.

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