



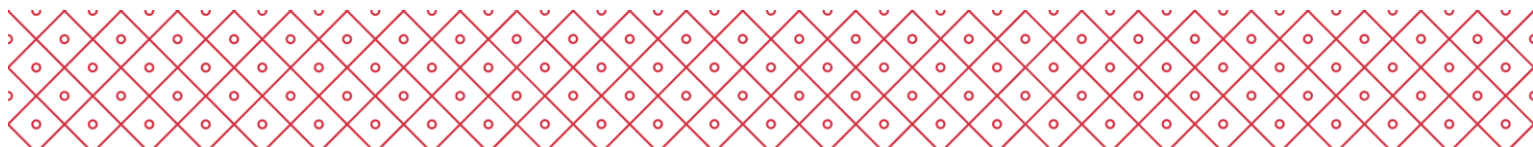
**Univerzita
Karlova**

Ref. No. UKRUK/21058/2026-13

Rector's Directive No. 13/2026

Amendment to Rector's Directive No. 6/2025, Documents Required for the Commencement of the Procedure Aimed at Granting Associate Professorship and Full Professorship, and Recommended Criteria for the Assessment of Qualifications and Competences for the Purposes of such Procedure at Charles University

To implement:	Code of Procedure for the Granting of Associate Professorship and Full Professorship
Guarantor:	Vice-Rector for Academic Appointments and Publishing Activities
Responsible office:	Research Support Office of the Rectorate
Date of force:	16 March 2026
Date of effect:	1 April 2026



Amendment to Rector's Directive No. 6/2025, Documents Required for the Commencement of the Procedure Aimed at Granting Associate Professorship and Full Professorship, and Recommended Criteria for the Assessment of Qualifications and Competences for the Purposes of such Procedure at Charles University

Article 1

Amendment to Rector's Directive No. 6/2025

Rector's Directive No. 6/2025, Documents Required for the Commencement of the Procedure Aimed at Granting Associate Professorship and Full Professorship, and Recommended Criteria for the Assessment of Qualifications and Competences for the Purposes of such Procedure at Charles University, is amended as follows:

1. In Art. 4 (1) (j), the words "or extraordinary professors" are inserted after the word "professors".
2. Paragraphs 3 and 4, including footnotes no. 28 and 29, are added in Art. 11:
 3. In the case of an electronic secret ballot²⁸⁾, the habilitation commission provides a record of the vote with its report. The opinion is signed by the members of the commission; in justified cases, the report may be signed only by the chair of the habilitation commission. In such case, it contains a declaration that the chair's signature certifies that the vote has been duly carried out.
 4. In the case of an electronic secret ballot²⁹⁾, the appointment commission provides a record of the vote with its report. The report is signed by the members of the commission."

Footnotes nos. 28 and 29 state:

²⁸⁾ Art. 3 (5) of the Code of Procedure for the Granting of Associate Professorship and Full Professorship of Charles University.

²⁹⁾ Art. 12 (4) of the Code of Procedure for the Granting of Associate Professorship and Full Professorship of Charles University."

3. Article 12, including the title, stipulates:

"Article 12

Forms

The Research Support Office publishes the following forms on its website:

- a) Habilitation commission report form;
 - b) Appointment commission report form;
 - c) Form for the provision of information on an applicant for associate professorship from the Dean;
 - d) Form for the provision of information on the applicant for full professorship from the Dean."
4. Appendices 1 to 4 are hereby repealed.
 5. Footnotes Nos. 5, 11, 15, and 21 state:
 - ⁵⁾ Art. 6 (1) (a) of Rector's Directive No. 51/2025, Personal Research Identifiers, Register of Outputs, and Internal Classification of Creative Activities at Charles University.
 - ¹¹⁾ Art. 4 (1) of Rector's Directive No. 51/2025, Personal Research Identifiers, Register of Outputs, and Internal Classification of Creative Activities at Charles University.
 - ¹⁵⁾ Art. 6 (1) (a) of Rector's Directive No. 51/2025, Personal Research Identifiers, Register of Outputs, and Internal Classification of Creative Activities at Charles University.
 - ²¹⁾ Art. 4 (1) of Rector's Directive No. 51/2025, Personal Research Identifiers, Register of Outputs, and Internal Classification of Creative Activities at Charles University."

Article 2

Transitional Provision

Habilitation procedures and appointment procedures which commenced before the effect of the Rector's Directive herein are subject to Rector's Directive No. 6/2025, as amended before the date of effect of the Rector's Directive herein.

Article 3

Final Provisions

1. The Appendix – Consolidated Rector's Directive No. 6/2025, Documents Required for the Commencement of the Procedure Aimed at Granting Associate Professorship and Full Professorship, and Recommended Criteria for the Assessment of Qualifications and Competences for the Purposes of such Procedure at Charles University, forms a part of the Rector's directive herein.
2. In accordance with Art. 5 of the Code of Procedure for the Granting of Associate Professorship and Full Professorship, the Research Board of Charles University discussed the draft Rector's Directive herein on 26 February 2026.
3. This directive comes into force on 16 March and becomes effective on 1 April 2026.

Prague, 12 March 2026

prof. RNDr. Jiří Zima, CSc.
Rector

Appendix – Consolidated Rector’s Directive No. 6/2025, Amendment to Rector’s Directive No. 6/2025, Documents Required for the Commencement of the Procedure Aimed at Granting Associate Professorship and Full Professorship, and Recommended Criteria for the Assessment of Qualifications and Competences for the Purposes of such Procedure at Charles University

Amendment to Rector’s Directive No. 6/2025, Documents Required for the Commencement of the Procedure Aimed at Granting Associate Professorship and Full Professorship, and Recommended Criteria for the Assessment of Qualifications and Competences for the Purposes of such Procedure at Charles University

**PART ONE
INTRODUCTORY PROVISIONS**

Article 1

Subject-matter and Personal Applicability

1. The Directive is to determine the scope and content of documents to be submitted by an applicant for granting associate professorship so that the procedure for the granting of associate professorship (habilitation procedure) can be commenced, and the scope and content of documents to be submitted by an applicant for full professorship so that the full professorship appointment procedure (appointment procedure) can be commenced. The Directive determines recommended criteria for the assessment of scientific qualifications, pedagogical qualifications and pedagogical competence for the purposes of the respective procedures to be held at Charles University (University).
2. The Rector’s Directive is binding on applicants for granting associate professorship and full professorship, members of the habilitation commission, members of the full professorship appointment commission (appointment commission), members of the Research Board of Charles University and the Rector of Charles University.

Article 2

Pedagogical Activities

Pedagogical activities, for the purposes of the Directive herein, include primarily direct teaching in the form of reading lectures, conducting seminars, practical instruction, or tutorials, serving as a tutor or reviewer of final theses, serving as an advisor or consultant of doctoral students, participating in synchronous distant and e-learning forms of instruction including preparing asynchronous instruction

and teaching materials for those forms, and other work related to direct pedagogical activities carried out at a higher education institution in the Czech Republic or abroad.

PART TWO

DOCUMENTS FOR THE COMMENCEMENT OF PROCEDURE

Article 3

Habilitation Procedure

1. In compliance with the Higher Education Act¹ and internal regulations of Charles University², an applicant for the commencement of the habilitation procedure is to submit the following:
 - a) An application for the commencement of procedure containing the accredited field for the habilitation procedure and the faculty where the procedure is to be commenced;
 - b) Consent to personal data processing;
 - c) Habilitation thesis;³
 - d) Professional curriculum vitae;
 - e) Officially authenticated copies of documents proving the applicant's higher education; not applicable if the procedure is to be implemented at the faculty where the applicant is employed;
 - f) A diploma or similar document proving the attainment of the academic degree Ph.D. or Th.D., or any equivalent academic degree including those obtained abroad; should the applicant have no such degree the fact must be well-reasoned;
 - g) A full transcript of pedagogical activities during the last three years acknowledged by the institution where such activities took place; an applicant having recently completed maternity leave, parental leave or a long-term stay abroad can list the pedagogical activities carried out during the three years immediately preceding those events or partly overlapping;
 - h) An outline of intended pedagogical performance in the field; an applicant who is an employee of Charles University usually builds such outline upon their Plan of the Academic Career Development submitted under the Academic Career Development Code;⁴
 - i) Personal identifier ORCID⁵ and a complete, structured and comprehensively annotated list of publications subdivided as follows:
 - i. Peer-reviewed articles,⁶ with their impact factor (IF) or article influence score (AIS) of the respective journal in the year of publication;
 - ii. Books (scholarly, specialised, professional);⁷
 - iii. Chapters in books;⁸

¹ Section 72 (2) of Act N. 111/1998 Sb., to regulate higher education institutions and to change and amend other laws, as amended (the Higher Education Act).

² Code of Procedure for the Granting of Associate Professorship and Full Professorship of Charles University.

³ Section 72 (3) of the Higher Education Act.

⁴ Appendix to Rector's Directive N. 28/2021, Framework Principles of Career Growth of Academics, Researchers, and Lecturers at Charles University, and Dean's Directive issued under Article 3 of Rector's Directive N. 28/2021, Framework Principles of Career Growth of Academics, Researchers, and Lecturers at Charles University.

⁵ Art. 6 (1) (a) of Rector's Directive No. 51/2025, Personal Research Identifiers, Register of Outputs, and Internal Classification of Creative Activities at Charles University.

⁶ Publication output with code Jimp, JSC a Jost under appendix N. 4 of the Methodology for Evaluating Research Organisations and RD&I Purpose-tied Aid Programmes (valid for years 2017+).

⁷ Publication output with code B under appendix N. 4 of the Methodology for Evaluating Research Organisations and RD&I Purpose-tied Aid Programmes (valid for years 2017+).

⁸ Publication output with code C under appendix N. 4 of the Methodology for Evaluating Research Organisations and RD&I Purpose-tied Aid Programmes (valid for years 2017+).

- iv. In branches where applicable as a standard, articles in proceedings,⁹ annotated translations, scientific editions with an introductory article and scientific commentaries/annotations regarding legal regulations; and
 - v. Other publications which are important with respect to the overall scientific and pedagogical profile of the applicant;
 - j) A list/index of citations of the applicant's publications in compliance with academic field standards¹⁰; in academic fields included in the areas of Humanities or social sciences¹¹ an applicant may attach their own list of citations and reviews of their work;
 - k) A selection of the five most important publications commented in detail as to their contribution to the academic field;
 - l) A letter of confirmation of employment if the applicant is not a Charles University employee; confirmation of and documents related to professional specialist practice, attestation examinations¹² or professional stays;
 - m) Other documents relevant for the assessment of experience abroad;
 - n) Other documents relevant for the assessment of outputs of creative activities including a list of ongoing projects and grants indicating the role of the applicant therein and their evaluation;
 - o) Other documents relevant for the assessment of the applicant's activities in the area popularisation of science and other activities within the third role of Charles University;
 - p) The applicant's own summary of submitted documents aimed at the main scientific, pedagogical and other relevant successes, which will include quantitative data regarding pedagogical and creative activities in the context of substantial contribution to the development of the academic field of the applicant; impact of the applicant's activities on the society and on the success of graduates of which the applicant was an advisor, tutor of the final thesis or in a similar position; and
 - q) A receipt acknowledging the payment of the fee for administration of the habilitation procedure.
2. If it is not identifiable in documents submitted under paragraphs 1 e) and f) the applicant is to indicate the date of completion and the name of the doctoral programme or higher education branch of study according to former legislation, the name of the higher education institution, the title of the dissertation and the name of the advisor including their affiliation. If it is not identifiable in the submitted documents the applicant is to indicate by whom and when the degrees of CSc., Dr., DrSc. and DSc., or their equivalents, were awarded.
 3. The applicant is to provide comments on their full transcript of pedagogical activities under paragraph 1 g) focusing on the quality of their instruction and indicating what was the contribution of their pedagogical activities to the development of the respective subject area, what pedagogical methods were used and whether any innovations and/or new lectures, subjects or courses were introduced in their instruction.
 4. The applicant is to indicate and comment on their share in co-authored publications under paragraph 1.
 5. If it is relevant regarding the type of documents under paragraph 1 the applicant is to indicate the date of their compilation and attach their signature thereto.

⁹ Publication output with code D under appendix N. 4 of the Methodology for Evaluating Research Organisations and RD&I Purpose-tied Aid Programmes (valid for years 2017+).

¹⁰ Particularly according to the Methodology of the Web of Science database, Scopus or Google Scholar.

¹¹ Art. 4 (1) of Rector's Directive No. 51/2025, Personal Research Identifiers, Register of Outputs, and Internal Classification of Creative Activities at Charles University.

¹² Act N. 95/2004 Sb., to govern the Requirements for Acquisition of Recognition of Professional Competence to Practise the Profession of a Physician, Dentist and Pharmacist, as amended.

Article 4

Procedure for the Full Professorship Appointment

1. In order to commence the appointment procedure in compliance with the Higher Education Act¹³ and internal regulations of Charles University¹⁴ the applicant is to submit the following:
 - a) An application for the commencement of procedure containing the accredited field for the full professorship and the faculty where the procedure is to be commenced;
 - b) Consent to personal data processing;
 - c) Professional curriculum vitae;
 - d) Officially authenticated copies of documents proving the applicant's higher education; not applicable if the procedure is to be implemented at the faculty where the applicant is employed;
 - e) A diploma or similar document proving the attainment of the academic degree Ph.D. or Th.D., or any equivalent academic degree including those obtained abroad; should the applicant have no such degree the fact must be well-reasoned;
 - f) A full transcript of pedagogical activities during the last three years acknowledged by the institution where such activities took place; an applicant having recently completed maternity leave, parental leave or a long-term stay abroad can list the pedagogical activities carried out during the three years immediately preceding those events or partly overlapping;
 - g) Personal identifier ORCID¹⁵ and a complete, structured and comprehensively annotated list of publications subdivided as follows:
 - i. Peer-reviewed articles,¹⁶ with their impact factor (IF) or article influence score (AIS) of the respective journal in the year of publication;
 - ii. Books (scholarly, specialised, professional);¹⁷
 - iii. Chapters in books;¹⁸
 - iv. In branches where applicable as a standard, articles in proceedings,¹⁹ annotated translations, scientific editions with an introductory article and scientific commentaries/annotations regarding legal regulations; and
 - v. Other publications which are important with respect to the overall scientific and pedagogical profile of the applicant;
 - h) A list/index of citations of the applicant's publications in compliance with academic field standards²⁰; in academic fields included in the areas of Humanities or social sciences,²¹ an applicant may attach their own list of citations and reviews of their work;
 - i) A selection of the five most important publications commented in detail as to their contribution to the academic field;

¹³ Section 74 of the Higher Education Act.

¹⁴ Code of Procedure for the Granting of Associate Professorship and Full Professorship of Charles University.

¹⁵ Art. 6 (1) (a) of Rector's Directive No. 51/2025, Personal Research Identifiers, Register of Outputs, and Internal Classification of Creative Activities at Charles University.

¹⁶ Publication output with code Jimp, JSC a Jost under appendix N. 4 of the Methodology for Evaluating Research Organisations and RD&I Purpose-tied Aid Programmes (valid for years 2017+).

¹⁷ Publication output with code B under appendix N. 4 of the Methodology for Evaluating Research Organisations and RD&I Purpose-tied Aid Programmes (valid for years 2017+).

¹⁸ Publication output with code C under appendix N. 4 of the Methodology for Evaluating Research Organisations and RD&I Purpose-tied Aid Programmes (valid for years 2017+).

¹⁹ Publication output with code D under appendix N. 4 of the Methodology for Evaluating Research Organisations and RD&I Purpose-tied Aid Programmes (valid for years 2017+).

²⁰ Particularly according to the Methodology of the Web of Science database, Scopus or Google Scholar.

²¹ Art. 4 (1) of Rector's Directive No. 51/2025, Personal Research Identifiers, Register of Outputs, and Internal Classification of Creative Activities at Charles University.

- j) Originals of letters of recommendation evaluating recent scientific and/or pedagogical activities of the applicant, as well as their contribution to the academic field of full professorship appointment; the letters should be written by two professors or extraordinary professors in the academic field or a neighbouring academic field within which the appointment procedure has been conducted, with at least one professor based abroad. The date of execution of a letter and the author's signature must be included.
 - k) A report to describe the supervision of doctoral students and consultations provided as well as a vision of one's involvement in doctoral studies.
 - l) A concept of further development of the academic field of the full professorship in pedagogical and scientific activities including one's own engagement therein.
 - m) In case the applicant is not a Charles University employee, a confirmation of their employer must be submitted; in addition, confirmation and relevant documents proving ongoing professional performance, attestation or internships should be presented.
 - n) Other documents to evaluate foreign experience of the applicant, their research outputs, recognition of the applicant by the international scientific community and the applicant's contribution to the fulfilment of the third role of the University.
 - o) The applicant's own summary of documents constituting a comprehensive list of the main scientific, pedagogical and other relevant achievements of the applicant in the context of substantial contribution to the academic field in which the applicant has been engaged, impact of their activities upon society and success of graduates of doctoral or master's study to whom the applicant served as supervisor, advisor or in a similar position; and
 - p) The extent and manner of the applicant's cooperation with the University and units thereof, including the outlook to the future if the applicant is not a Charles University employee;
 - q) A receipt acknowledging the payment of the fee for administration of the full professorship procedure.
2. If it is not identifiable in documents submitted under paragraph 1 d) and f) the applicant is to indicate the date of completion and the name of the doctoral programme or higher education branch of study according to former legislation, the name of the higher education institution, the title of the dissertation and the name of the supervisor including their affiliation. If it is not identifiable in the submitted documents the applicant is to indicate by whom and when the degrees of CSc., Dr., DrSc. and DSc., or their equivalents, were awarded.
 3. The applicant is to provide comments on their full transcript of pedagogical activities under paragraph 1 f) focusing on the quality of their instruction and indicating what was the contribution of their pedagogical activities to the development of the respective subject area, what pedagogical methods were used and whether any innovations and/or new lectures, subjects or courses were introduced in their instruction.
 4. The applicant is to indicate and comment on their share in co-authored publications under paragraph 1.
 5. If it is relevant regarding the type of documents under paragraph 1 the applicant is to indicate the date of their compilation and attach their signature thereto.
 6. In case the application for commencement of full professorship appointment procedure has been submitted by the Dean, Research Board of the Faculty or the Research Board of the University the documents stipulated under paragraph 1 are to be submitted by analogy.

PART THREE
RECOMMENDED ASPECTS FOR EVALUATION

TITLE I
COMMON PROVISIONS REGARDING EVALUATION

Article 5
Evaluation

1. The habilitation commission, the appointment commission, members of the Research Board of Charles University and the Rector of Charles University, in consideration of the Plan for Equal Opportunities are to assess within the habilitation procedure and the appointment procedure whether all requirements stipulated by relevant legislation, internal regulations of Charles University and Rector's Directives have been fulfilled.
2. Documents submitted by applicants for granting associate professorship and full professorship are to be considered in total, within their mutual links, allowing for certain balancing of the quantitative criteria in creative and pedagogical activities, taking into account that statistical and quantitative indicators have a supporting role in the procedure, as one of the bases for the evaluation of the applicant's performance, and that the performance is evaluated in the national and international contexts, taking into account the social relevance of such performance. The quality of the applicant's pedagogical and scientific activities and the social contribution of the applicant, taking into account the specific conditions and practices of each discipline, are particularly relevant in the evaluation.
3. In addition to criteria set in Titles II and III, the following aspects are taken into consideration when assessing the applicant's scientific and pedagogical qualifications and pedagogical competence:
 - a) Overall experience of the applicant abroad including long-term activities in the form of research and teaching stays, attendance at scientific conferences; time spent on maternity or paternity leave is to be taken into consideration;
 - b) The membership of the applicant in research or artistic boards of higher education institutions, in editorial boards of academic and scientific journals, scientific and professional societies;
 - c) Significant awards received by the applicant for scientific and pedagogical activities in the academic field; and
 - d) The share of the applicant in the fulfilment of the third role of Charles University.

TITLE II
HABILITATION PROCEDURE

Article 6
Evaluation of Pedagogical Competence

1. Při The following factors are relevant for evaluation of the applicant's pedagogical competence within the habilitation procedure:
 - a) Reading habilitation lectures;
 - b) Pedagogical activities of the applicant carried out within the academic field for which the habilitation procedure is conducted, namely within the period under Article 3 (1) g);
 - c) Annual amount of teaching hours and subjects taught autonomously or shared, in consideration of the regular scope of teaching and curricula in the academic field for which the habilitation procedure is conducted; and
 - d) The applicant's vision of their future work within the academic field for which the habilitation procedure is conducted.

2. In addition, the following factors can be included in the evaluation of the pedagogical competence of the applicant:
 - a) The extent of involvement of the applicant in courses held within life-long education;
 - b) The results of students' assessment of the applicant's performance in teaching;
 - c) If the applicant is a Charles University employee and such assessment has been executed, the fulfilment of the Plan of Academic Career Development and assessment of the applicant under the relevant regulations²²;
 - d) If the applicant is a Charles University employee and assessment under subparagraph c) has not been executed, the result of the applicant's assessment issued by their superordinate or the guarantor of the study programme in which the applicant has been engaged;
 - e) The extent of engagement of the applicant in the specialising education of medical doctors²³ in the case of habilitation procedure conducted in the medical academic field.
3. Evaluating the applicant's pedagogical competence, the habilitation commission states in its report²⁴ how the applicant has contributed to the respective academic field for which the habilitation procedure is conducted and whether the applicant introduced any innovations in their teaching.

4. Article 7

Evaluation of Scientific Qualification

1. Při The following factors are to be considered in the evaluation of scientific qualifications of the applicant:
 - a) Habilitation thesis and its defence;
 - b) The overall continuing creative activities of the applicant with a special focus on
 - i. Quality;
 - ii. Citation and impact within the national and international contexts;
 - iii. Significance for the academic field for which the habilitation procedure is conducted; and
 - iv. Their extent, having considered a Dean's Directive issued under Article 10 and quantitative parameters included in the accreditation of the academic field for which the habilitation procedure is conducted.
 - c) The fulfilment of the Plan of Academic Career Development and assessment attained by the applicant according to the relevant regulations²⁵, if the applicant is a Charles University employee and such assessment has been executed;
 - d) If the applicant is a Charles University employee and assessment under subparagraph c) has not been executed, the result of the applicant's assessment issued by their superordinate or the guarantor of the study programme in which the applicant has been engaged; and
 - e) The extent of engagement of the applicant in grant projects and their share in institutional research activities of the Faculty where the applicant works, if applicable; and
 - f) The extent and significance of citation of publications of the applicant according to the academic field standards considering criteria under Article 3 (1) j).

²² Rector's Directive N. 28/2021, Framework Principles of Career Growth of Academics, Researchers, and Lecturers at Charles University, and Dean's Directive issued under Article 3 of Rector's Directive N. 28/2021, Framework Principles of Career Growth of Academics, Researchers, and Lecturers at Charles University.

²³ Act N. 95/2004 Sb., to govern the Requirements for Acquisition of Recognition of Professional Competence to Practise the Profession of a Physician, Dentist and Pharmacist, as amended.

²⁴ Article 3 (4) of the Code of Procedure for the Granting of Associate Professorship and Full Professorship.

²⁵ Rector's Directive N. 28/2021, Framework Principles of Career Growth of Academics, Researchers, and Lecturers at Charles University, and Dean's Directive issued under Article 3 of Rector's Directive N. 28/2021, Framework Principles of Career Growth of Academics, Researchers, and Lecturers at Charles University.

2. The habilitation commission verifies first whether the applicant is an eminent expert in their academic field; then the commission is to evaluate in detail the five most significant publication outputs presented by the applicant under Article 3 (1) k) also in regard of a Dean's Directive issued under Article 10, focusing on
 - a) Quality;
 - b) Citation and impact within the national and international contexts; and
 - c) Significance for the academic field for which the habilitation procedure is conducted.

TITLE III THE FULL PROFESSORSHIP APPOINTMENT PROCEDURE

Article 8

Evaluation of Pedagogical Activities within the Appointment Procedure

1. Evaluation of the pedagogical qualifications of the applicant for appointment procedure is to include assessment of the following:
 - a) Pedagogical activities of the applicant carried out within the academic field for which the appointment procedure is conducted within the period under Article 4 (1) f);
 - b) Annual amount of teaching hours and subjects taught autonomously or shared, in consideration of the regular scope of teaching and curricula in the academic field for which the appointment procedure is conducted;
 - c) A report with respect to supervising and consulting doctoral students and the prospect of the applicant's engagement in the doctoral programmes; and
 - d) The applicant's concept of their future work within the academic field for which the appointment procedure is conducted, and their involvement in both pedagogical and research areas thereof.
2. In addition, the following factors can be included in the evaluation of the pedagogical competence of the applicant within the appointment procedure:
 - a) The results of students' assessment of the applicant's performance in teaching;
 - b) If the applicant is a Charles University employee and such assessment has been executed, the fulfilment of the Plan of Academic Career Development and assessment of the applicant under the relevant regulations²⁶; and
 - c) If the applicant is a Charles University employee and assessment under subparagraph b) has not been executed, the result of the applicant's assessment issued by their superordinate or the guarantor of the study programme in which the applicant has been engaged.
3. Evaluating the applicant's pedagogical competence, the appointment commission states in its report how the applicant has contributed to the respective academic field for which the appointment procedure is conducted and whether the applicant introduced any innovations in their teaching.

Article 9

Evaluation of Scientific Activities within the Appointment Procedure

1. The following factors are to be considered in the evaluation of scientific qualifications of the applicant within the appointment procedure:
 - a) The overall continuing creative activities of the applicant with a special focus on

²⁶ Rector's Directive N. 28/2021, Framework Principles of Career Growth of Academics, Researchers, and Lecturers at Charles University, and Dean's Directive issued under Article 3 of Rector's Directive N. 28/2021, Framework Principles of Career Growth of Academics, Researchers, and Lecturers at Charles University.

- i. Quality;
 - ii. Citation and impact within the national and international contexts;
 - iii. Significance for the academic field for which the appointment procedure is conducted; and
 - iv. their extent, having considered a Dean's Directive issued under Article 10 and quantitative parameters included in the accreditation of the academic field for which the appointment procedure is conducted.
- b) The fulfilment of the Plan of Academic Career Development and assessment attained by the applicant according to the relevant regulations²⁷, if the applicant is a Charles University employee and such assessment has been executed;
 - c) If the applicant is a Charles University employee and assessment under subparagraph b) has not been executed, the result of the applicant's assessment issued by their superordinate or the guarantor of the study programme in which the applicant has been engaged; and
 - d) The extent of engagement of the applicant in grant projects and their share in institutional research activities of the Faculty where the applicant works, if applicable; and
 - e) The extent and significance of citation of publications of the applicant according to the academic field standards considering criteria under Article 4 (1) h).
2. The appointment commission verifies first whether the applicant is an eminent expert in their academic field focussing upon the following:
- a) Outputs of creative activities carried out abroad;
 - b) Significant citations in foreign journals;
 - c) Granting of international awards;
 - d) Invited lectures at significant international scientific institutions and conferences;
 - e) Research projects in progress and similar forms of support; and
 - f) Visits and stays abroad and similar forms of cooperation.
3. The appointment commission is to evaluate in detail the five most significant publication outputs presented by the applicant under Article 4 (1) i) also in regard of a Dean's Directive issued under Article 10, focusing on
- a) Quality;
 - b) Citation and impact within the national and international contexts; and
 - c) Significance for the academic field for which the appointment procedure is conducted.

PART FOUR COMMON PROVISIONS

Article 10 **Dean's Directive**

The Dean of a Faculty may, upon consideration of the issue with the Research Board of the Faculty and upon agreement with the Rector, issue a Directive to determine

- a) Complementing criteria taking into account particularly specific requirements of individual academic fields for which a habilitation or appointment procedure can be conducted, relating to the required scope of pedagogical or creative activities;
- b) Rules for holding the habilitation lecture;
- c) The mode of assessing applications by the Research Board of the Faculty;

²⁷ Rector's Directive N. 28/2021, Framework Principles of Career Growth of Academics, Researchers, and Lecturers at Charles University, and Dean's Directive issued under Article 3 of Rector's Directive N. 28/2021, Framework Principles of Career Growth of Academics, Researchers, and Lecturers at Charles University.

- d) Rules for indicating co-authorship and for listing co-authors' shares;
- e) Rules for citations and references and assessment thereof including numbers of citations recommended for a habilitation procedure or appointment procedure respectively;
- f) Precise requirements for the selection and presentation of the five most significant publications submitted by an applicant under Article 3 (1) k) and Article 4 (1) i), taking into consideration conditions of individual academic fields.

Article 11

Commission

1. When selecting the members of habilitation and appointment commissions respectively, the Dean is to ensure that experts from foreign countries and experts of international significance are included.
2. The Dean may stipulate that the agenda of a habilitation commission or appointment commission as well as their final statements are conducted and drafted respectively in English.
3. In the case of an electronic secret ballot²⁸, the habilitation commission provides a record of the vote with its report. The report is signed by the members of the commission; in justified cases, the report may be signed only by the chair of the habilitation commission. In such case, it contains a declaration that the chair's signature certifies that the vote has been duly carried out.
4. In the case of an electronic secret ballot²⁹, the appointment commission provides a record of the vote with its report. The report is signed by the members of the commission.

Article 12

Forms

The Research Support Office publishes the following forms on its website:

- a) Habilitation commission report form;
- b) Appointment commission report form;
- c) Form for the provision of information on an applicant for associate professorship from the Dean;
- d) Form for the provision of information on the applicant for full professorship from the Dean.

PART FIVE

TRANSITIONAL AND REPEALING PROVISIONS

Article 13

Transitional Provisions

1. Habilitation procedures and appointment procedures commenced before the effect of the Rector's Directive herein are subject to the Rector's Directive then applicable.
2. Before a Dean's Directive under Article 10 has been issued and in the absence of other information and data to assess quantitative criteria for the purposes of evaluation of scientific qualification under Articles 7 and 9 the criteria apply which are stipulated in Rector's Directive No. 35/2019, Recommended Assessment Criteria for Granting Associate Professorship and for the Appointment of full Professorship and the Minimum Requirements for the Content of the Justification to Be Drawn Up by the Associate Professorship Commission and by the

²⁸ Art. 3 (5) of the Code of Procedure for the Granting of Associate Professorship and Full Professorship of Charles University.

²⁹ Art. 12 (4) of the Code of Procedure for the Granting of Associate Professorship and Full Professorship of Charles University

Commission in the Full Professorship Appointment Procedure, Including Determination of the Essential Elements of Charles University Documents to Be Submitted.

Article 14

Repealing Provisions

The following regulations are hereby repealed:

- a) Rector's Directive No. 35/2019 – Recommended Assessment Criteria for Granting Associate Professorship and for the Appointment of full Professorship and the Minimum Requirements for the Content of the Justification to Be Drawn Up by the Associate Professorship Commission and by the Commission in the Full Professorship Appointment Procedure, Including Determination of the Essential Elements of Charles University Documents to Be Submitted,
- b) Rector's Directive No. 20/2023, Amendment of Rector's Directive No. 35/2019, Recommended Assessment Criteria for Granting Associate Professorship and for the Appointment of Full Professorship and the Minimum Requirements for the Content of the Justification to Be Drawn Up by the Associate Professorship Commission and by the Commission in the Full Professorship Appointment Procedure, Including Determination of the Essential Elements of Charles University Documents to Be Submitted.

PART SIX EFFECT

Article 15

Effect

The Rector's Directive herein comes into force upon signature thereof and becomes effective on 31 March 2025.*

* This directive was amended by Rector's Directive N. 13/2026, which became effective on 1 April 2026.