



Ref. No. 09/0937/18

Vodňany, 19th November 2018

Dean's measure No. 33/2018
Listing and assigning of bachelor and diploma theses at the FFPW USB
in the academic year 2018/2019

- The employees, or students of doctoral study program (DSP) at the FFPW USB shall send the topics of their final theses to Study office (Ing. Jitka Plecerová; email: plecerova@frov.jcu.cz) by **30th November 2018**. It is necessary to indicate in the topic of the thesis, if it is bachelor's or diploma thesis (both determination is unacceptable) and field of study for which the work is intended (Fisheries; Protection of waters; Fisheries and Protection of waters). The bachelor's thesis may be for both fields of study, but the Vice-dean for study affairs will adjust the determination of the subject of thesis to the field of study where the topic of the thesis will not correspond to the profile of the graduate of the respective study or so that the offer of work for the fields of study is balanced with regard to the number of students.
- Each of the academic workers, except for lecturers, at the IAPW and RIFCH with main contract at the FFPW USB dealing with research lists at least one topic of final thesis. Employee without the Ph.D. degree (or equivalent degree) lists bachelor theses only. Students of DSP can list up to one topic of bachelor thesis. Scientists and researchers can list thesis according to their consideration. Each laboratory of the RIFCH and the IA (does not apply for workplaces) must list at least four topics of bachelor theses and three topics of diploma thesis. Laboratories or workers dealing with issues of quality and protection of waters list topics of theses focused on the area of protection of waters. If workers communicate in the laboratory, they can choose a different way of listing the theses topics so that the minimum number of theses, which belongs to the laboratory and employees, must be listed. The ICS employees can list thesis according to their consideration.
- Name of final thesis's topic must be unique (i.e. two theses with the same name mustn't appear in the database of solved and defended final theses of the FFPW USB). Workers and students of DSP can re-list free topics (e.g. in case of termination of student's study) from past years.
- The final theses must respond with their focus and issues to the field of study. Bachelor theses may have a character of a review study (linking knowledge from literature with opinions and observations of the student), the diploma theses must address a problem by an informed analysis of the researched problem and alternatives of its solution based on the results obtained by self-observation (i.e. it is a creative work). Diploma theses' topics can build on previous bachelor theses, but from the assignment protocol must be obvious broadening or deepening the solved issues.
- **On 4th December 2018**, there will be topics of final theses, supervisors and contacts to them posted on the website of the FFPW USB. Theses' supervisors and their topics will be arranged into laboratories according to the FFPW USB structure. Other workplaces will be arranged into one group.
- **By 11th January 2019**, the students of the second year of bachelor's study and the first year of follow-up master's study program in the standard course of study or all students who plan to participate in the final state examination in the academic year 2020/2021 and not yet work on a topic of thesis, must choose one of the offered theses' topics and register it with the relevant supervisor. The student is obligated to choose another supervisor and/or topic when the current topic of the thesis or the capacity of supervisor will not be available.



- After the agreement of the supervisor and the student, the thesis's supervisor notifies Ing. Plecerová by an email about assignment of the topic with the student's name. Student's name with the final thesis topic will be immediately mentioned on the websites.
- Students of full-time bachelor's study program Fishery can only choose from the topics of bachelor's theses offered by the employees and students of the FFPW USB. Students of bachelor's field of study Protection of waters, students of combined study and follow-up master's study can arrange another thesis's topic with supervisors of thesis from other parts of the USB or other institutions, provided that i) the supervisor will have a minimum academic degree of Ph.D., Th.D., Dr., CSc., D.Sc., DrSc. or other equivalent, ii) the topic of final thesis shall relate to the field of study of the student and iii) the student shall find a faculty guarantor of the thesis's topic (academic employee with at least Ph.D. or equivalent degree). The approval of the topic of such thesis is given by the vice-dean for study affairs on the written request of the student.
- **One worker can be a supervisor of newly listed final theses at maximum for two students.** Supervisors, whose student did not defend his thesis in front of the committee of final state exams in the previous academic year, cannot list any topic of the final thesis in the academic year 2018/2019. Supervisors, whose students did not defend his thesis in front of the committee of final exams in two consecutive academic years, cannot list any topic of the final thesis in the academic year 2018/2019 - 2020/2021.
- Non-fulfilment of students' duties to agree on the topic of final thesis can be considered as non-compliance of requirements resulting from the study program according to the Study and Examination Rules USB in accordance with § 56 par. 1 letter b) Act No. 111/1998 Coll. about universities.
- The teachers will send the materials for processing of assignment protocol on selected topics electronically to Ing. Plecerová **by 25th January 2019**. Forms of assignment protocols are available on the websites of the FFPW USB in the section "Students", subsection "Bachelor and master study" and further subsection "Assigning of BT and DT". If the topics of bachelor or diploma theses bind on research grants or projects, it is necessary to mention their identification numbers and names in the assignment protocol.
- The reason for dealing with the topic, the aim of the thesis and brief description of the methodology or solutions of the methods of the theses must be specified in assignment protocols. It must also be clear from the thesis assignment whether it is an overview or research work. The list of literature must contain links to key works with the current knowledge of the theme and must be for a student an obvious guidance with regard to the possibility of finding another reference literature.
- The study department processes the assignment protocols and disseminates them to the directors of institutes and the Vice-dean for study affairs for signature **by 1st March 2019**. Assignment protocol is an integral part of the bachelor / master thesis.
- Prospective uncertainties regarding to listing and assigning the bachelor and diploma thesis are solved by Vice-dean for study affairs.

This measure cancels the Dean's decision No. 18/2017.

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