
Granting of the academic title "doctor" (abbreviated as "Ph.D.")

**Procedure for granting the academic title "doctor" (abbreviated as "Ph.D." and placed after the surname)
(graduates of medical and veterinary studies)**

(issuance of a certificate of the right to use an academic title under § 99 (12) of Act no. 111/1998 Sb., to regulate higher education institutions,

1. The completed application can be sent **via the postal license holder** to the following address:

Rektorát Univerzity Karlovy
Odbor pro studium a záležitosti studentů
Oddělení doktorského studia
Ovocný trh 560/5
116 36 Praha 1

or submitted **in person** to the office of the Department of Doctoral Studies
(office no. 203, 2nd floor)

Office hours:

Monday
13.00 - 16.00

Wednesday
10.00 - 12.00 and 13.00 – 16.00

Appointments can be made outside these hours following prior arrangement by telephone.

Contact persons:

Mgr. Kateřina Plachtová
tel. 224 491 485, e-mail: katerina.plachtova@ruk.cuni.cz

Mgr. Lukáš Nachtigal

tel. 224 491 667, e-mail: lukas.nachtigal@ruk.cuni.cz.

2. The application must be accompanied by **a copy of the doctoral diploma**.

3. Issuance of the certificate is free of charge.

4. The certificate is sent to the applicant by registered mail within 30 days or can be collected in person at the aforementioned address.

Application form [HERE](#)