



In Pilsen on 9 October 2020  
Ref. No.: UKLFP/398368/2020

**Dean's Directive No. 18/2020**  
**Individual Curriculum**

**Article I**

**Introductory Provisions**

1. This Dean's directive provides the basic principles and a uniform procedure for permitting an individual curriculum for master's programmes of study at the Faculty of Medicine in Pilsen ("the Faculty") of Charles University ("the University").
2. This Dean's directive is in accordance with Article 5 (14), (15) and (16) of the Code of Study and Examination of the University and details the conditions for an individual curriculum stipulated in Article 6 of the Rules of Study at the Faculty ("the Rules of Study").
3. Under Article 15 of the Rules of Study the Vice-Dean is competent to process the applications of students for an individual curriculum and the Dean is competent to review the processing of such applications.

**Article II**

**Setting the Conditions for Individual Curriculum**

1. Except for cases when reasons for the termination of study apply and when a student is entitled to an individual curriculum<sup>1</sup> the Vice-Dean may, based on a student's application, permit the completion of one or more units of study<sup>2</sup> under an individual curriculum. The Vice-Dean at the same time sets the course of and the conditions for the individual curriculum.
2. An individual curriculum may also be permitted in particular due to the following reasons:
  - a) Proving extraordinary talent;
  - b) Concurrent studies at the Faculty, at another faculty of the University, or another higher

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<sup>1</sup> Art. 5 (15) of the Code of Study and Examination of Charles University.

<sup>2</sup> Art. 3 of the Rules of Study at the Faculty of Medicine of Charles University in Pilsen.



education institution;

c) If the curriculum makes it impossible, through setting prerequisites for the registration for further subjects, to acquire in the subsequent unit the minimum number of credits for registration in the next unit of study;

d) Another serious situation.

3. The student files the application for an individual curriculum before the beginning of the academic year. The application may be filed in the course of academic year only in cases of unexpected serious situations, in particular due to reasons stipulated in Article 5 (15) of the Code of Study and Examination of the University. The application must always include documents proving the assertions of the student, based on which the student applies for an individual curriculum.

4. An individual curriculum, due to the fact that the curriculum makes it impossible, through setting prerequisites for the registration for further subjects, to acquire in the subsequent unit the minimum number of credits for registration in the next unit of study [under paragraph 2 (c) herein], may be permitted to a student in the case of a repeated registration for one or two subjects. The next individual curriculum due to this reason may be permitted no sooner than after completing one unit that followed a unit completed under an individual curriculum.

5. An individual curriculum may be permitted by the Vice-Dean of the Faculty, with the exception of the reasons specified in Article 5 (15) of the Code of Study and Examination of the University, always only for the unit of study in which the student is currently registered, and possibly also for the subsequent unit of study at the same time as the current unit of study.

6. An individual curriculum regulates in particular:

a) The length of the unit of study, i.e., whether the requirements stated in the curriculum for the given unit may be completed within a longer or shorter period;

b) The organisation of compulsory subjects, in particular the course of study, deadlines for the completion of assessment of study for subjects registered in a given unit, upon agreement with the subject guarantor.

7. An individual curriculum does not affect the scope of study that must be completed exclusively



at the Faculty (laboratory classes, post-mortem classes, clinical internships, etc.) or at medical centres (compulsory professional experience).

8. The rights and duties of a student who studies under individual curriculum remain unaffected, an individual curriculum does not constitute other rights than those stated in the notification from the Vice-Dean granting the individual curriculum.

### **Article III**

#### **Final Provisions**

1. Dean's Directive No. 8/2017 is hereby repealed.
2. This Directive comes into force and becomes effective on the day of Dean's signature.

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prof. MUDr. Jindřich Fínek, Ph.D., MHA  
Dean of the Faculty