

Rules and organization of state final exams of CTU FTS held in the period 12.01.2026 – 21.01.2026

These rules are intended for students, supervisors of bachelor's and master's thesis and managers for education of institutes according to the currently valid directive for the implementation of bachelor's and master's study programs

In the period from 12.01.2026 to 21.01.2026, state final exams will be held for students of the CTU in Prague, Faculty of Transportation Sciences, who are scheduled to submit their bachelor's thesis on 01.12.2025 and who do not submit a "Postponment of term of taking FSE and of submission of thesis" according to the dean's current directive.

Submitting final theses by students into the KOS system is done electronically. This submission requirement affects processes at individual departments/institutes. Therefore, in addition to these organizational rules and schedule, the submission processes are described in detail in the superior document [ČVUT_MP_2023_06_V05_20251031-cvutmp202306v05.pdf](#) – Methodological guideline for assigning, submitting, archiving and access to bachelor's and master's theses.

Students who received their thesis assignment before February 17, 2025 (the decisive date) and have an "old paper assignment" must include this in their final thesis. However, the student must also have an electronic assignment in the KOS system, created based on the original paper one. **Both assignments must be included in the submitted thesis.**

These rules are detailed in the following tables:

For Students with FSE held on 12.01. - 21.01.2026				
ORDER	WHAT	WHEN	WHERE	HOW/FORMAT
1	Bachelor's thesis - submission	by 01.12.2025	KOS	Online/PDF
		by 15.12.2025	Secretariat of the relevant institute	At least 1 printed original
2	Study results check	by 15.12.2025	KOS	Check completeness and correctness of data online
			Study department	Printed and signed study results from KOS/PDF Mrs. Matějů michaela.pavlicova@fd.cvut.cz
			Study department	Printed and signed version of „Consent to the processing of personal data “
3	Registration to FSE	by 15.12.2025	KOS	Online (after fulfilling point 2)
4	The possibility of viewing the test of the reviews	from 05.01.2026	KOS	Online
5	Returning the student ID card	After completing the FSE	Identity Card Publishing House CIC CTU	In person

For Supervisors of theses submitted to the KOS system by 05.08.2025

ODER	WHAT	WHEN	WHERE	HOW/FORMAT
1	Return of submitted theses	no later than 01.12.2025 and at the same time the student must have the chance to insert the new version again by 01.12.2025	KOS	Online
2	Check and confirmation of consent with submitted theses	by 08.12.2025	KOS	Online
3	Designation of the opponent	by 08.12.2025	KOS	Online (the information about the designed opponent must be filled in)
4	Supervisor and opponent opinion	by 05.01.2026	KOS	Online/PDF (the supervisor of the theses is also responsible for inserting the opinion of the opponent within the defined deadline)
5	Participation at FSE of the supervised student	12.01. - 21.01.2026	Meeting of the FSE committee	In Person (or a representative of another supervisor or authorized academic staff of the relevant department)

For Managers for Education of individual departments

ORDER	WHAT	WHEN	WHERE	HOW/FORMAT
1	Set up of individual FSE commissions in the given program	by 06.01.2026	KOS	Online
2	Assignment of students to the created FSE committees	by 06.01.2026	KOS	Online
3	Appointment of the chosen academic staff members as „Administrator of the boards and Secretary of the Examination boards “	by 06.01.2026	KOS	Online

General information and notifications:

Students are required to adhere to the ethical principles for creating final theses, as outlined in the Methodological guideline on Adherence to Ethical Principles in Preparation of Graduation Theses [ČVUT_MP_2024_02_V01](#). At the beginning of their bachelor's thesis the students shall quote the following declarations, together with date and their signature:

- a) "I do not have a compelling reason against the use of this school work within the intention of § 60 of the Act No. 121/2000 Coll., on Copyright and Rights Related to Copyright and on Amendment to Certain Acts (Copyright Act)." (Provided the final work was not assigned as undisclosed in accordance with Clause 15, subsection 11 of the Dean's Guideline)
- b) "I declare that I have elaborated this thesis independently using information sources listed in the bibliography in accordance with the Methodological Instruction on the observance of ethical principles in the preparation of university final theses and the Framework rules for the use of artificial intelligence at CTU for study and pedagogical purposes in bachelors and master study."

All final thesis (provided they were not assigned as undisclosed in accordance with Clause 15, subsection 11 of the Dean's Guideline) defended after 1st January 2014 are available for download in electronic form at <https://dspace.cvut.cz/handle/10467/3456?locale-attribute=en>

All final theses are submitted electronically through the KOS student information system, in accordance with CTU Methodological Guideline [ČVUT_MP_2023_06_V05_20251031-cvutmp202306v05.pdf](#).

The graduation ceremony shall be held on Tuesday, 3rd March 2026. The exact time shall be posted on the website of the faculty in advance.

The next master's studies FSE shall be held in June and the next bachelor's studies FSE in September 2026.

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m. p.
Vice-Dean for Education

In Prague, on 1st November 2025