

## Individual Study Plan

### **How to find it:**

IS MU > Personal Administration > Student > Start of Term > Ph.D. Individual Study Plan and its evaluation (the application is also available from IS MU > Personal Administration > Student > End of Term > Ph.D. Individual Study Plan and its evaluation)

### **How to fill it:**

Plan for entire studies – click on Edit the plan for entire studies

*This is a space for your plan for entire studies lay-out. Describe the focus of your research and its predicted course. Write down where and what, or in co-operation with whom you intend to publish. Specify what conferences or lectures you want to attend, or what stays you are about to take. You can also schedule a plan for registration of courses in particular semesters (however, this information will be given in detail in the semestral content of the ISP).*

Semestral Content - click on Edit the semestral content (for a given semester)

*In each section, fill in the details of a given semester (what you do when preparing the dissertation, how your work on the publications / articles continues, what forums / conferences / lectures you plan to visit, or what kind of internships you intend to visit). As soon as you register subjects for a given semester in the IS Registration section, their list will also be displayed in the ISP agenda under "Studied subjects overview".*

### **Approval of ISP:**

Your supervisor has to approve your suggestion of the plan for entire studies and your suggestions of the semestral content for each semester.

The Doctoral Board of the study programme you study in has to approve your suggestion of the plan for entire studies (once it is approved by the supervisor).

### **Changes:**

In case of serious changes in the course of your studies, your plan for entire studies can be changed.

However, such a change requires a new approval of your supervisor and of the Doctoral Board.

If any changes to your semestral content appear, you can explain them at the end of the given semester via Student's feedback, in the part with the Semestral content – click Edit the feedback on semestral content (for a given semester).

### **Evaluation of ISP Semestral Content:**

Afterwards, your supervisor evaluates your semestral performance and agrees with your progress to the next semester, or – in case you don't fulfil the obligations of your ISP – disagrees with continuation of your studies (that would start a process described in the Sect. 30, subsection 7, or 8 of the MU Study and Examination Regulations).

At least once a year, the Doctoral Board evaluates your studies, too. The Board should also agree with continuation of your studies.

### **ISP Semestral Content Schedule:**

	Semester	
	Autumn	Spring
Student's suggestion	1.6.-20.9.	1.1.-20.2.
Supervisor's approval	1.6.-30.9.	1.1.-28./29.2.
Student's feedback	1.12.-31.1.	1.5.-31.8.
Supervisor's evaluation	1.12.-15.2.	1.5. – 15.9.
Doctoral Board's evaluation	At least once a year	