

---

# Information for Applicants

---

## Application procedure for habilitation and appointment procedures

The habilitation procedure and the procedure for appointment as a professor are initiated on the proposal of the candidate. Before submitting an application, the candidate should familiarize himself/herself with the [Higher Education Act](#) and the [Regulations of Charles University](#) governing these procedures, including the [Recommended Evaluation Aspects for Habilitation and Appointment as Professor Procedures](#) .

The applicant shall submit these completed and signed forms (see below) and all required annexes (see Proposal for the initiation of the procedure), including a structured CV, confirmation of the length and scope of teaching activity and, in the case of habilitation proceedings, the habilitation thesis in five copies and in electronic form in pdf format.

The applicant shall submit the documentation to the Personnel Department of the Faculty of Medicine in Hradec Králové of CU for administrative control. The documents are always submitted in duplicate. If the submitted materials meet the requirements for professors or associate professors at the Faculty of Medicine in Hradec Králové, the Dean of the Faculty will recommend that the procedure be officially initiated.

### FORMS

### USEFUL INFORMATION