

RULES OF MATRICULATION AND GRADUATION CEREMONIES AT CHARLES UNIVERSITY IN PRAGUE

Under sections 9 (1) (b) and 17 (1) (i) of the Act No. 111/1998 Coll., on Higher Education and Changes in and Amendments to other Acts (Higher Education Act), and under section 56 (3) of the Constitution of Charles University in Prague, the Academic Senate of Charles University has adopted the following Rules of Matriculation and Graduation Ceremonies at Charles University, as an internal regulation of the University.

Article 1 Introductory Provision

The Rules herein shall govern the procedure of matriculation and graduation ceremonies at Charles University in Prague (hereinafter the "University").

Article 2 Matriculation Ceremony

The matriculation ceremony (a solemn act of making an academic oath) shall be performed according to the procedure and in the manner given in Appendix No. 1 to this regulation.

Article 3 Graduation Ceremony

The Graduation ceremony (a solemn oath and the reception of Bachelor's, Master's or Doctor's Diploma) shall be performed according to the procedure and in the manner given in Appendix No. 2 to this regulation. A Professor or a Docent can act as Promotors.

Article 4 Complementing the Matriculation or Graduation Procedure

Upon approval of the Rector and with regard to the specialisation of the Faculty, the Dean may decide that the procedure of matriculation or graduation ceremonies shall be complemented by another sequence. However, the general character of the ceremony must not be infringed.

Article 5 Representation of Rector and Dean

1. During the matriculation ceremony the Rector may be represented by a Vice-Rector authorised by him.
2. During the matriculation ceremony the Dean may be represented by a Vice-Dean authorised by him.

Article 6 Final Provisions

1. The Rules herein were approved by the Academic Senate of the University on January 28, 2000.

2. The Rules herein shall come into force on the date of registration by the Ministry of Education, Youth and Sports¹.
3. The Rules herein shall become effective on the first day of the calendar month following the date of legal force.

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President of the Academic Senate

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Rector

The Procedure of Matriculation Ceremony:

1. Ceremonial entrance into the Large Hall of Carolinum², to the sounds of music, and in the following order:
 - a. matriculated students in formal dresses;
 - b. teachers of the relevant faculty in academic gowns;
 - c. Vice-Dean in her/his academic gown carrying the school insignia;
 - d. Beadle of the Faculty in his gown carrying the school insignia;
 - e. Dean in her/his academic gown carrying the school insignia;
 - f. Rector's Beadle in his gown carrying the school insignia;
 - g. Rector in her/his academic gown carrying the school insignia;
2. Playing of the national anthem.
3. The Rector shall open the assembly, give her/his speech and invite the Dean to speak.
4. The Dean's speech:

"Your Magnificence, ... It has been a tradition at this University that students at the beginning of the course of their studies make a matriculation oath. Please, stand up, and you, Honorabilis, will you read the matriculation oath."
5. The Vice-Dean shall read the text of the oath (s. 56 (1) of the Constitution of Charles University).
6. Students shall make the oath by tipping the mace, shaking hands with the Dean and saying "I promise".
7. The Rector:

¹ S. 36, Higher Education Act.

The Rules were registered on March 13, 2000, reference number 14 975/2000-30.

² In the cases of the Medical Faculty in Plzeň, Medical Faculty in Hradec Králové and Pharmaceutical Faculty in Hradec Králové the ceremonial formation occurs at the hall determined by the Dean of the relevant faculty

"You have made the matriculation oath and Charles University accepts you into the Academic Community. Do not forget this moment, do not forget your oath and do not forget your personal resolutions of these days. I believe they are good and clean resolutions. I hope they all come true. Quod bonum, felix, faustum fortunamque eveniat."

8. Playing of the music – Jezu Kriste, štědrý kněže.
 9. Exit from the hall in the reverse order, to the sounds of music.
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The Procedure of Graduation Ceremony:

1. Ceremonial entrance into the Large Hall of Carolinum, to the sounds of music, and in the following order:
 - a. students to be graduated in formal dresses;
 - b. teachers of the relevant faculty in academic gowns;
 - c. Promotor in her/his academic gown carrying the school insignia;
 - d. Beadle of the Faculty in his gown carrying the school insignia;
 - e. Dean in her/his academic gown carrying the school insignia;
 - f. Rector's Beadle in his gown carrying the school insignia;
 - g. Rector in her/his academic gown carrying the school insignia;
2. Playing of the national anthem.
3. The Dean shall give the introductory speech and introduce the graduates by their first names, surnames (and possibly maiden names) and their place of birth. S/he will state the programmes of study they concluded and possibly graduated from with honours.
4. Rector's approval for the act of graduation.
5. The Promotor shall read the formula and the text of the oath (s. 56 (2) of the Constitution of Charles University).
6. Graduates shall make the oath by tipping the mace and saying "Spondeo ac polliceor".
7. The Promotor shall hand over the diplomas to the graduates.
8. A graduate shall give an appreciation speech.
9. Playing of the music – an old Czech chorale.
10. Exit from the hall in the reverse order, to the sounds of music.