



Healthcare worker in the Czech Republic

Your path to the recognition of your qualifications
and work in the Czech healthcare industry

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Introduction

This document provides a comprehensive overview of the process of nostrification (recognition) of foreign higher education and qualifications for candidates for the medical profession in the Czech Republic. The nostrification process is necessary for graduates of medical schools who studied outside the Czech Republic and want to work as doctors in the Czech Republic. Part of this process includes submitting an application for recognition of foreign higher education and meeting the conditions set by Czech law, including submitting the necessary documents and proving their professional competence.

The document also describes in detail the certification exam that candidates for practicing medicine who received their education outside the EU or the European Economic Area must pass. The certification exam is a key step in obtaining the right to practice medicine in the Czech Republic. This material focuses on all three parts of the exam (written, practical and oral) and the conditions that candidates must meet to successfully pass it.

The document also includes an overview of postgraduate education in medical fields, which includes specialist training and a doctoral study program. These forms of education are intended for doctors who want to enhance their professional knowledge and specialize in specific medical disciplines.

The aim of this material is to provide candidates for the medical profession with clear and understandable information about all administrative and professional requirements for the recognition of their foreign education and qualifications in the Czech Republic, including the conditions for passing the licensing exam and postgraduate education.

1 Nostrification or recognition of foreign education

Recognition of foreign education and qualifications is a process that officially confirms that the level of education and qualifications obtained abroad meets the required standards in the Czech Republic. This process is an administrative proceeding, which is initiated based on an application submitted by the candidate. The procedure is governed by Act No. 111/1998 Coll., on higher education institutions, and Act No. 500/2004 Coll., on the Administrative Procedure Code, in their current versions.

The decision on the recognition of foreign higher education and qualifications in the Czech Republic is issued by a public higher education institution that teaches a study program similar (or comparable) in content to the one the candidate completed abroad. Private and state universities do not have the authority to decide on the recognition of foreign education.

If the candidate's application for recognition of education by a public higher education institution is not approved, he or she may appeal to the Ministry of Education, Youth and Sports (MEYS), which oversees appeals in these cases. In situations where there are doubts about which public higher education institution is competent to recognize foreign education, the Ministry of Education, Youth and Sports will determine which school should make the decision. If there is no higher education institution in the Czech Republic with an accredited study program that would be comparable to the one the candidate completed abroad, the Ministry of Education, Youth and Sports itself can decide on the recognition of education.

1.1. Initiation of proceedings for the recognition of foreign higher education and qualifications in the Czech Republic

The procedure for the recognition of foreign higher education and qualifications is initiated on the basis of a written application submitted by the candidate - i.e. a graduate of a foreign university. The candidate submits the application to the public higher education institution of his or her choice.

Public universities provide detailed information about the application process on their websites. You will usually also find an application form and contacts for the officials who can help with the process. To submit an application, it is also possible to use a specific form intended for a specific public higher education institution, which in this case is the administrative authority.

1.2 Required parts of the application

The candidate must provide the following documents with the written application:

1. **An officially certified copy of a foreign diploma** (or other official document confirming completion of higher education studies).
2. **An officially certified copy of the diploma supplement, which contains information about the content and scope of studies** (e.g. “Diploma Supplement”, “Diploma Annex”, “Transcript of Academic Records”, etc.).
3. **An original or officially certified copy of written power of attorney** if the candidate is represented in the proceedings by a chosen representative.
4. **An officially certified copy of a document confirming the change of name or surname** (e.g. marriage certificate) if the foreign diploma or supplement shows a name other than the one used by the candidate.

The administrative authority conducting the application procedure may also request the following additional documents:

1. **Information confirming that the study program** was carried out by an institution authorized to provide higher education, or details about the specific content of the study.
2. **An officially certified translation of documents into Czech** if the originals are not in Czech or Slovak. Documents in English are usually accepted without a certified translation. The translation must be prepared by a court interpreter, who is a person authorized by law to do so and is registered in the list of experts and interpreters. The translation must include both the original document and the certified copy.

Furthermore, the candidate is obliged to pay a processing fee pursuant to § 90a of the Higher Education Act. This fee must be paid to the administrative authority that receives the application and undertakes the proceedings.

The application and attached documents can only be sent in the following ways:

1. In written form (printed documents) via the postal service to the address of the chosen administrative authority.
2. In electronic form:
To the electronic filing office of the administrative authority (if the submission is made by e-mail, it must be signed with a guaranteed electronic signature pursuant to Act No. 297/2016 Coll.). A photograph or scan of the signature is not valid.

1.3. Procedure for the recognition of foreign higher education and qualifications in the Czech Republic

The public higher education institution compares the content and scope of the foreign studies with a study program that is accredited in the Czech Republic and is similar in content (comparable). At the same time, the foreign higher education qualification, which is a diploma or other official document of higher education, is evaluated.

After this comparison and assessment, the public higher education institution closes the proceedings and issues a decision - a certificate of recognition of foreign education and qualifications - which has unlimited validity in the Czech Republic.

The decision shall be issued **within 30 days** of receipt of the application. This period may be extended **by another 30 days** if a more complex verification of documents is required or if the application is incomplete or contains deficiencies that need to be corrected.

The public higher education institution may reject the application. In such a case, the candidate has **15 days to file an appeal** from the date of delivery of the decision. The appeal is filed with the public higher education institution, with the appeal body being the **Ministry of Education, Youth and Sports**. The decision of MEYS on the appeal is final.

There is also the possibility of the automatic recognition of diplomas issued in a certain period that need not undergo classic validation. In such cases, the candidate does not have to undergo nostrification but is required to pass a certification exam for the recognition of professional competence in the Czech Republic.

More information is available on the websites of the Ministry of Health and the Ministry of Education, Youth and Sports.

2 Submitting an application for the certification exam

For foreign doctors, dentists and pharmacists who received their education outside the EU and are interested in practicing the healthcare profession in the Czech Republic, it is necessary to pass a certification exam in the Czech language. A successfully completed certification exam is a condition for the recognition of professional competence to practice the healthcare profession in the Czech Republic for an indefinite period.

Submitting an application for the recognition of professional competence and registering for the certification exam

A candidate for the recognition of professional competence to practice the medical profession and register for the certification exam must submit an application to the Ministry of Health (MZD CR). This application must always be delivered by the specified deadline.

The document “**Application for the recognition of professional competence**” is available on the website of the Ministry of Health. The application must contain several required formalities, including:

1. **An officially certified translation of the document of foreign professional education** - This includes a university diploma that was obtained abroad.
2. **An officially certified copy of the certificate of recognition of foreign higher education and qualifications** - This certificate confirms that the education and qualifications obtained abroad have been recognized in the Czech Republic as equivalent to higher education in an accredited medical master's degree program, such as general medicine, dentistry or pharmacy (so-called nostrification).
3. **Document Confirming the Candidate's Medical Fitness** - This is a medical report on the candidate's ability to work in the subject medical profession. This document may not be older than 3 months when submitted.
4. **Certificate of Good Conduct** - This document must be issued by the country of which the candidate is a national. If the candidate has resided in another country for more than 6 months continuously in the last 3 years, he or she must also submit a certificate of integrity issued by that country. This document may also not be older than 3 months.

Proof of payment of the administrative fee - The candidate is obliged to pay an administrative fee of CZK 2,000; starting 1 January 2025, administrative fees are to be paid only by bank transfer, according to the information on the website of MZD CR.

When is it necessary to submit an application and when is it necessary to register?

Application for the recognition of professional competence and passing the certification exam

- **This is the first step** of the entire process.
- It officially initiates the procedure for the recognition of professional competence in order to work in the healthcare profession (doctor, dentist, pharmacist) in the Czech Republic.
- The candidate hereby requests the Ministry of Health to allow him or her to take the certification exam.
- It is necessary to provide documents about education, experience, integrity, medical competence, etc.
- After the application is approved, the candidate can proceed to the individual parts of the certification exam

Registering for part of the certification exam

- **Registration takes place after the application is approved**, always for a specific part of the exam (e.g. written, practical, oral).
- The registration is for a specific exam date.
- For example: if the candidate has successfully completed the practical part, he or she registers for the oral part.
- This registration must be done by the specified deadline, otherwise the candidate will not be included in the examination period.

Summary of the difference:

Application	Registration
Begins the entire certification exam process	Used to register for a specific part of the exam
Contains documents about education and qualifications	Applies only to a specific part of the exam
It is given individually (max. 5x)	Can be taken repeatedly for each part of the exam

An **application** is required whenever the candidate takes the certification exam for the first time. An application is also submitted by a candidate who is repeating a part of the certification exam after failing it, or if the administrative procedure for the previous application was stopped. In such a case, the application may only

be submitted after a decision not to recognize professional competence to practice the healthcare profession has become legally binding.

After being excused from a part of the certification exam, it is necessary to **re-apply** for that part of the exam. The candidate may not apply for a new date - if they do so, it will be considered a new attempt and so one attempt will be deducted.

Likewise, after completing the practical part, the candidate must submit an **application** for the oral part of the certification exam.

Maximum number of applications possible

A candidate may submit an application for the recognition of professional competence and registration for the certification exam a maximum of five times. If the candidate fails any part of the exam, he or she may apply to repeat the exam, but always by submitting a **new application**.

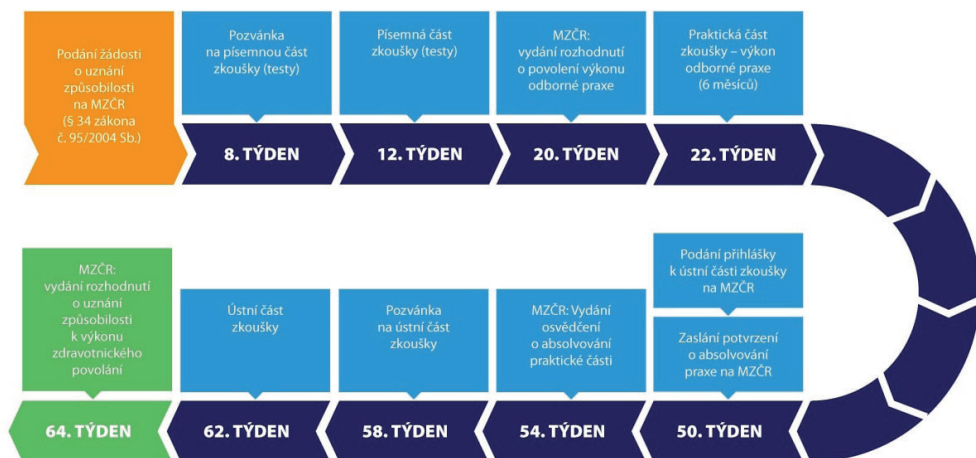
3 Certification exam

Doctors, dentists and pharmacists who have received professional education outside the EU Member States and wish to practice their healthcare profession in the Czech Republic must prove, pursuant to § 34(2) of Act No. 95/2004 Coll., their medical competence, integrity, and successfully pass the certification exam.

The certification exams can be taken by doctors, dentists or pharmacists whose foreign higher education has been recognized in the Czech Republic as equivalent to education obtained in a master's degree program in General Medicine, Dentistry or Pharmacy. This recognition process is called nostrification, where a public higher education institution in the Czech Republic assesses the content and scope of the education obtained and compares it with accredited programs in the Czech Republic.

The certification exam has three parts - written, practical and oral. These parts test professional knowledge, practical skills, and the ability to communicate with patients, in accordance with the requirements placed on graduates of accredited master's degree programs in the Czech Republic.

PRŮBĚH APROBAČNÍ ZKOUŠKY



3.1 First written part (tests)

The first part of the certification exam consists of two written tests that are completed on a computer. The tests are aimed at verifying the candidate's professional knowledge in general medicine, dentistry or pharmacy, as well as knowledge of the healthcare system and basic legal regulations relating to the provision of healthcare in the Czech Republic.

The tests are held exclusively in the Czech language, which means that candidates must have a sufficient level of Czech to understand the professional texts and legal regulations within the test. To successfully pass this part of the exam, the candidate must achieve at least **70%** correct answers. The candidate is immediately informed of this result after the test is completed.

If the candidate fails, he or she has the option to file an objection against the results of the written exam. The statement must be submitted no later than **2 working days** after signing the test report to the Institute of Postgraduate Education in Healthcare (hereinafter referred to as IPVZ). This option is provided for any discrepancies or ambiguities regarding the assessment of the test; **the objection must be directed to a specific question** and must be submitted in writing with clear justification.

Both written tests (first and second) take place on the same day. The candidate will receive an invitation with the date of the exam, which will be sent by registered mail to the address specified in the application or request. The successful completion of this first written part is an unconditional prerequisite for the possibility of participating in the practical part of the exam (second part).

3.2 Second (practical) part

The practical part of the certification exam represents a key phase in verifying the professional abilities of the candidate for the recognition of his or her competence to practice a healthcare profession in the Czech Republic. It is the second of the three stages of the certification process and successfully completing it is the prerequisite for admission to the final oral part of the certification exam.

Organization of the practical part

This part lasts **6 months** and takes place under the **direct professional guidance of a trainer** in a facility that has valid **accreditation to provide the practical part of the certification exam**. Accreditation is granted by the Ministry of Health pursuant to § 13(1)(i) of Act No. 95/2004 Coll., as amended. A list of these accredited facilities is publicly available on the website of the Ministry of Health of the Czech Republic.

The practical part is carried out to an extent corresponding to the weekly working hours, usually according to a valid employment relationship. However, it is also possible to perform the service based on another form of contractual relationship, e.g. an employment agreement.

Conditions for starting an internship

Before starting the practical part, the candidate must have a decision issued by the Ministry of Health, which admits them to this part of the certification exam. Candidates who are not citizens of the Czech Republic are required to provide proof of completing all formalities related to a residence and work permit in the Czech Republic before starting the internship. This information is provided by the Ministry of the Interior.

Within 30 days of starting the internship, the candidate must inform the Ministry of Health in writing about:

- the name and address of the accredited facility where the internship will take place,
- the name of the supervisor (doctor, dentist or pharmacist) responsible for his or her professional guidance,
- the date of the start of the practical part.

Failure to comply with this obligation is considered a failure to complete the practical part of the certification exam.

Professional content and case studies

During the professional practice, the candidate must actively perform duties corresponding to the medical profession to which the certification exam applies. The internship takes place in real clinical operations and under the supervision of a trainer, who evaluates not only the candidate's professional skills, but also their approach to patients, cooperation with other staff, and general professional behavior.

The evaluation also includes the preparation of **five case studies** that document specific clinical cases from the areas in which the candidate worked during his or her internship. These studies represent a significant component of the overall assessment and verify the candidate's ability to apply theoretical knowledge in practice. A sample structure of a case study is available on the websites of the IPVZ and the MZD CR.

The examination committee will then select one of these studies, which the candidate shall defend during the oral part of the certification exam. The selected case study must be elaborated in detail and structured in such a way that it demonstrates not only the candidate's clinical thinking, but also the ability to independently analyze and solve specific situations.

Evaluation and certificate of completion

Po ukončení praxe vystavuje zdravotnické zařízení potvrzení o absolvování praktické části (formulář je k dispozici na webu IPVZ i MZD ČR).

After completing the internship, the healthcare facility issues a certificate of completion of the practical part (the form is available on the website of the IPVZ and MZD CR).

If the internship took place at multiple workplaces, a separate certificate is issued for each of them. The certificate includes in particular:

- name of the candidate,
- exact date of internship (from-to),
- specification of the departments where the internship took place,
- list of professional activities performed by the candidate,
- evaluation of these activities by the trainer,
- assessment of the approach to the patient and work responsibilities,
- overall evaluation of the completed internship

This certificate is attached to the application for the oral part of the certification exam. If the internship has been successfully completed, the Ministry of Health will issue a certificate of completion of the practical part, which also includes the date of its completion. The certificate is valid for 5 years.

Possibility to repeat

If the candidate fails the practical part (e.g., he or she has insufficiently performed their professional tasks, has not kept the required documentation, or has not fulfilled the formal requirements), their professional competence shall not be recognized in the decision. In such a case, the candidate may repeat the internship **no earlier than one year** after this decision becomes legally effective.

3.3 Third (oral) part

The third part of the certification exam is an **oral exam**, which focuses on verifying the candidate's professional knowledge and ability to express themselves in the Czech language. The questions that form part of the oral exam are publicly available on the websites of IPVZ and the **Ministry of Health**. This allows candidates to prepare for this part of the exam. However, to participate in the oral exam, it is necessary to submit an application on time, according to the established rules and deadlines. Without a submitted application, the candidate will not be admitted to the oral part of the exam.

The oral exam also includes a **defense of a case study**, which is considered a separate part. If the candidate does not defend his or her case study, he or she may still continue with the oral exam. However, if the candidate successfully passes the oral exam but fails to defend the case study, he or she will receive a decision

that their **professional competence is not recognized**. In such a case, when reapplying for recognition of professional competence, they will only have to defend the case study again, without the need to repeat the other parts of the exam.

Preparatory courses for the certification exams are organized by IPVZ twice a year. These courses are optional but can significantly help candidates prepare for the exams. The dates and locations of the preparatory courses are published on the IPVZ website. Interested parties can apply directly through the IPVZ client system. The courses are held in Czech and interpreter assistance is not provided.

Validity of parts of the certification exam:

- The validity of the written part (i.e. tests) and defense of the case study is set at 30 months. This period is calculated from the date of the successful completion of the written part or defense of the case study, to the date of submission of the application for the oral part of the certification examination or the application for recognition of professional competence.
- For candidates who passed the oral part of the certification exam in the autumn term of 2018 and for those who will take the oral part of the certification exam from 2019, the validity of the individual subjects of the oral part will be **30 months** from successful completion, which refers to the deadline for submitting an application for recognition of their professional competence.

If the candidate cannot appear **for the written or oral part of the certification exam** on the specified date, he or she has the option to have his or her absence excused. An excused absence from the certification exam may be submitted **only for a specific date** and must be delivered to the Ministry of Health exclusively in written form with the candidate's handwritten signature. An excused absence is valid if it is delivered **no later than 15 working days** before the date of the relevant part of the exam. In the event of a serious reason, an excused absence can be delivered **within 5 working days** after the exam date.

If the excused absence is delivered on time and acknowledged, the candidate is allowed to discontinue the administrative proceedings. In such a case, the proceedings are suspended **for a period of 1 year**. During this year, the candidate must **register in writing** for the next exam date. If this does not happen, the administrative procedure for the application for recognition of professional competence will be stopped.

If the candidate appears for a part of the certification exam but decides to withdraw from it after it has begun, this part will be evaluated with the result **"failed"**. If the candidate does not attend the written or oral part of the exam without an excuse, this part will also be assessed as **"failed"** and the Ministry of Health will decide **not to recognize the professional competence**.

4 Information about the progress and procedure of the application after completing the written part of the certification exam

4.1 Candidates who pass the written part

Decision on permission to perform the practical part: Candidates who have successfully passed the written part of the certification exam will receive a decision on permission to perform the practical part within 60 calendar days of its completion. The practical part lasts 6 months. The deadline for issuing a decision is not precisely set by any legal regulation.

Securing a place for internship: The candidate must secure a place for the practical part of the certification exam on their own.

Conditions for completing the practical part:

- The healthcare provider with whom the candidate will complete his/her internship must be accredited pursuant to § 13(1)(i) of Act No. 95/2004 Coll.
- During the practical part, the candidate will prepare 5 case studies.
- The practical part takes place under the direct professional guidance of a doctor, a pharmacist with specialized qualifications, or a dentist who is qualified to independently work in the healthcare profession.
- The practical part is performed for 40 hours per week, according to the educational program. The practical part must last 6 months and be completed within the specified weekly working hours given in the educational program.
- If it is not possible to work full-time (e.g. due to maternity leave), it is possible to request an individual adjustment - for example, extending the internship so that the total number of hours meets the requirements.
- However, such an adjustment is not automatic - it must be consulted in advance and approved by the Ministry of Health or the accredited workplace where the internship is to take place.
- Notification to the Ministry: The candidate is obliged to notify the Ministry of Health of the start date, the name of the provider and the name of the healthcare professional performing direct professional supervision within 30 days of the start of the practical part.

Submitting an application for the oral part of the certification exam:

- After completing the practical part (not before), the candidate submits an application for the oral part of the certification exam.
- The application must include a certificate from the healthcare provider that the practical part has been completed and a certificate from the doctor, dentist or pharmacist who provided direct professional supervision.

Visa requirement and employee card:

To perform the practical part of the certification exam, it is recommended to have a visa with a code designated for the purpose of residency, which will allow the candidate to enter into an employment relationship in the Czech Republic. Visa control and the establishment of employment is the responsibility of the medical facility. The candidate must also apply for a work permit at an employment office in the Czech Republic. The conditions for issuing a visa and employment card can be found on the website of the Ministry of the Interior.

Candidates who have passed the written part and have already completed the practical part:

- These candidates may apply for the oral part of the certification exam if no more than 5 years have passed since completing the practical part.
- If they completed the practical part more than 5 years ago, it is necessary to apply for new permission to perform the practical part for another 6 months.

4.2 Candidates who failed the written part

Candidates who fail the written part of the certification exam will be informed by the Ministry of Health that their professional competence is not recognized.

They can repeat the written part in the next examination period and have the right to express their opinion in writing on the results of the exam within 2 working days of signing the exam report.

A new application for the recognition of professional competence must be submitted only after the decision not to recognize competence has become legally effective (maximum 15 days after delivery of the decision).

The new application must be submitted no later than 3 months before the start of the examination period. The fee for the exam increases each time the exam is retaken.

Documents required for the new application:

- Certificate of Good Conduct issued by the country of which the candidate is a citizen and possibly certificates of integrity from other countries where the candidate has resided for more than 6 months during the last 3 years (including the Czech Republic).
- Certificate of medical fitness (medical report) must be issued based on a medical examination. This report must not be older than 3 months.
- The candidate must also pay an administrative fee of CZK 2,000, and starting 1 January 2025, all administrative fees are to be paid only by bank transfer.

5 Information about the progress of and procedure for completing the oral part of the certification exam

5.1 Candidates who passed the oral part of the certification exam

Decision on recognizing professional competence: Candidates who successfully pass the oral part of the certification exam will receive a **decision that recognizes their professional competence** to perform the relevant healthcare profession.

With this decision, the candidate must register with the professional chamber that applies to them:

- Czech Medical Chamber (for doctors)
- Czech Dental Chamber (for dentists)
- Czech Chamber of Pharmacists (for pharmacists)

After obtaining their professional qualifications, candidates can enroll in specialized training in their field, either at one of the medical faculties or at IPVZ, in order to pursue their certification.

The application for specialized training can be submitted electronically via the web application of the registry of healthcare professionals (EZP).

5.2 Candidates who failed the oral part of the certification exam

Candidates who have failed may freely express their opinion on the results of the exam in writing, no later than 2 working days after signing the exam report. The opinion is sent to IPVZ.

Decision not to recognize professional competence: Candidates will receive a decision from the Ministry of Health not to recognize their professional competence to perform the relevant healthcare profession.

Retaking the oral exam: Another oral exam date is only possible in the following exam period. The candidate must first receive a decision that does not recognize his or her professional competence from the previous examination period, which will end the administrative procedure.

Retaking the exam for general practitioners: General practitioners can only repeat the part of the exam they have failed (not the entire exam).

Validity of oral exam subjects: The validity of each subject of the oral part of the certification exam successfully passed is **30 months from the date of the successful result**. These rules apply **exclusively to doctors**.

Validity of the written part: When repeating the oral exam, the written part of the exam must be valid. The validity of the written part is assessed on the date of submission of the application.

New application for recognizing professional competence: After receiving a decision not to recognize professional competence, a new application for recognizing professional competence must be submitted no later than 3 months before the start of the next examination period. With each subsequent repeat of the exam, the exam fee, which the candidate pays to IPVZ, increases.

Application to repeat the exam (in case of failure): If the candidate fails any part of the certification exam and wants to repeat it, he or she must submit a new application for the recognition of his or her professional competence pursuant to § 34 of Act No. 95/2004 Coll., and provide the following documents:

- Current document of medical fitness (medical report)
- Certificate of Good Conduct (issued by the country of which the candidate is a citizen, or from other countries where the candidate has resided for more than 6 months in the last 3 years, including the Czech Republic)
- Copy of the candidate's passport
- Administrative fee of CZK 2,000, and starting 1 January 2025, all administrative fees are to be paid only by bank transfer.

This application is possible only after a decision not to recognize professional competence has been received, which occurs 15 days after the deadline for filing an appeal, or earlier if the candidate waives his or her right to file an appeal in writing.

If the candidate submits the application before receiving the decision not to recognize his or her professional competence, the application will be stopped due to an obstacle to the procedure pursuant to § 66 (e) of Act No. 500/2004 Coll., Administrative Procedure Code.

More detailed information about the procedures after the certification exams is provided by IPVZ.

6 What happens after the certification exam?

After completing the exam, the Ministry of Health will inform the candidate of his or her successful completion of the exam. After that, doctors, dentists or pharmacists can practice their healthcare profession in another EU member state (more detailed information needs to be verified according to the valid legislation of the applicable state) or be enrolled in one of the fields of postgraduate education.

If a doctor decides to continue his or her specialized training, part of the practice completed abroad may be recognized upon request, which may lead to a reduction in the training period. An application for the recognition of practice is submitted to the institution that classified the doctor in the field of specialization.

6.1 Postgraduate education of doctors, dentists and pharmacists

After successfully passing the certification exam, the Ministry of Health will issue the candidate a decision on obtaining professional competence. This brings a doctor, dentist or pharmacist to the level of a graduate of a medical school in the Czech Republic.

- From this moment on, dentists can independently perform their activities pursuant to § 7 (2) of Act No. 95/2004 Coll.
- Doctors and pharmacists can enroll in one of the valid fields of postgraduate education.

6.1.1 Specialized training of doctors

To independently practice the profession of a doctor, it is necessary to obtain specialized qualifications.

Specialization training consists of two main phases:

1. **Core curriculum** - the period during which a doctor acquires basic knowledge and skills in a given field.
2. **Self-specialized training** - advancement after the successful completion of the core curriculum and focused on deeper specialization in a specific field.

The list of individual specialized fields and their minimum length is provided in Annex No. 1 to Act No. 95/2004 Coll. The list of accredited facilities where the education takes place is available on the website of the Ministry of Health.

Specialized education takes place in accredited facilities that meet the specified conditions for the given field. The list of these facilities is regularly updated and available on the website of the Ministry of Health.

A doctor can be assigned to up to two specializations at the same time, as long as they have the same core curriculum. However, he or she can only be included in the second field after completing the core curriculum. From the same core curriculum, it is possible to continue in multiple specializations at the same time. Conversely, in some cases, completing a certain specialization can serve as the core curriculum for another specialization field.

Every doctor in specialist training must have his or her own supervisor and work under professional supervision (until the final exam) or under professional surveillance (until certification).

Pursuant to § 4 (6) of Act No. 95/2004 Coll., the following applies:

- **Professional supervision** means that a doctor performs his or her work under the direct supervision of a doctor with specialized qualifications, who is physically present in the healthcare facility and available within 15 minutes. This regime applies to doctors before passing the final exam.
- **Professional surveillance** is applied after completing the core curriculum. The doctor works more independently, but under the surveillance of a trainer who is available by phone and physically reachable within 30 minutes.

Accredited facilities:

There are a total of nine authorized organizations for specialized education in the Czech Republic:

- 1. Faculty of Medicine, Charles University
- 2. Faculty of Medicine, Charles University
- 3. Faculty of Medicine, Charles University
- Faculty of Medicine in Pilsen
- Faculty of Medicine in Hradec Králové
- Faculty of Medicine, Masaryk University
- Faculty of Medicine, Palacký University in Olomouc
- Faculty of Medicine, University of Ostrava
- Institute of Postgraduate Education

6.1.2 Application for specialized education

A doctor submits an application for admission to a specialization through the medical faculty or the Institute of Postgraduate Education in Healthcare (IPVZ). The choice of institution is entirely up to the doctor, with the exception of the VPL specialization (general practice medicine), where the procedure is fixed. Most often, the application is submitted to the institution closest to the doctor.

For example, for specialized training in general practice medicine it is necessary to:
Go to the IPVZ website, in the “Doctors” section, select > “Applications and forms” and select application no. 4.
Save, print and send the completed application to the address IPVZ, Ruská 2412/85, 100 00 Prague

Doctors can choose different core curricula, such as general practice or internal medicine. Core curricula and their length vary according to specialty, but dentists do not have core curricula.

6.1.3 Course of specialized training

During specialization training, a doctor:

- **Performs prescribed medical procedures within his or her field.**
- **Can be engaged in a continuous work regimen (including duty).**
The candidate keeps an index in which the progress of the training and the evaluation of the trainer are recorded.

Internship as part of specialist training is paid because the doctor has an employment relationship. The working hours may be shorter than the normal weekly working hours but may not be less than half the working hours. The exception is doctors on maternity or parental leave, but the scope of working hours must not be less than one fifth of the specified weekly working hours, and this time is counted towards their specialization. Overtime does not count towards specialization practice.

Specialization training can be interrupted due to:

- **Sick leave**
- **Maternity/parental leave**
- **Military/civilian services**
- **Scientific activities**

The interruption must not lead to a reduction in the minimum time required for education.

6.1.4 Field of specialization

The specialization field consists of two parts:

- **From the core curriculum**
- **Self-specialized training**

Interested parties apply for their field through the MZD CR portal, Registry of Healthcare Professionals (EZP).

Example: A candidate for the field of general practice medicine must first be assigned to the field. On the IPVZ website, in the top bar under “Doctors”, select “Applications and forms” and select application no. 4. The application is completed, saved, printed and sent to the address IPVZ, Ruská 2412/85, 100 00, Prague 10.

For example, a candidate can choose the general practice medicine curriculum or internal medicine curriculum in the field of general practice medicine. The core curricula and their length vary among doctors and pharmacists. Dentists do not have core curricula.

Education in the core curriculum finishes with a final exam. The final exam for the core curriculum is followed by specialized training, which finishes with a certification exam.

More detailed information about educational programs can be found on the IPVZ website or on the MZD CR website.

6.1.5 Recognition of foreign practice

The recognition of practice can be obtained by sending a form via the EZP portal (including attachments) to the Ministry of Health.

Documents to be submitted:

Completed application form

- according to the relevant section of Act No. 95/2004 Coll.
- e.g. § 5 (7) or § 5 (8) (a) / (b)

Certificate of completed internship

issued by the relevant healthcare facility must contain:

- candidate's name
- exact date of internship (from - to)
- name of department/facility
- type of activity performed
- scope of internship (part-time, number of hours, etc.)

Description of the content of the activity or activities performed during the internship

- often part of a certificate of practice
- ideally described in more detail - important for comparison with the Czech educational program

Certificate / diploma / certification of completed specialized education (if a part of the specialization is requested to be credited) for internships from abroad or another field

The official translation of all documents into Czech

- does not apply to documents issued in the Slovak language
- The translation must be court-certified (official), not your own

The application will then be assessed by the Ministry of Health, which will assign it to the competent authority for further processing and a decision on the recognition of professional practice - it may be recognized in full or only in part.

Exams during specialization training

After completing the core curriculum, the doctor takes a final exam, which concludes this phase of education. After completing all specialization training, a certification exam follows, which entitles the doctor to independently practice his or her profession without professional surveillance. If the doctor continues his or her postgraduate studies, they complete them with another final exam.

Specialization training includes three key exams:

1. **Final exam for the core curriculum** - ends the core curriculum.
2. **Certification exam** - completing all specialization training qualifies the doctor to independently practice his or her profession.
3. **Final exam after advanced studies** - if the doctor continues further specialization education.

Application forms for individual exams and other information are available on the websites of the Ministry of Health and IPVZ.

7 Career growth opportunities after obtaining specialized professional qualifications

After successfully completing all phases of specialization training and passing the certification exam, which entitles doctors to independently practice their profession in the Czech Republic, several options open up for continuing their career. These options include:

1. Independent practice

The doctor can start his or her medical practice independently, either in a public health facility or in **private practice**. In this case, he or she can establish his or her own practice or clinic where they will provide healthcare to patients within their specialization.

2. Employment in hospitals and other healthcare facilities

The doctor can be employed in hospitals, clinics, outpatient clinics, or other healthcare facilities. This option involves working in a variety of institutions, including state, municipal, or private healthcare facilities. This option allows the doctor to participate in professional development and research within the institution.

3. Research and academic career

For doctors interested in **scientific research** and the development of new treatment methods, there is the opportunity to join research teams at universities, scientific institutions, or teams within pharmaceutical companies. In such a case, the doctor may participate in the development of new drugs, therapeutic treatments, or scientific studies aimed at improving healthcare.

It is then possible to develop their own knowledge and experience:

- **Participation in professional training and education**

Doctors may also become involved in the postgraduate education and training of younger colleagues, students, or other healthcare professionals. This may include various forms of teaching and training courses aimed at improving clinical skills or specific technologies and procedures.

- **Transitioning to other roles in healthcare**

If the doctor is interested in other career paths, he or she can pursue healthcare management, consulting, and health policy. This option allows the use of expertise for the management and organization of healthcare facilities or the creation of political strategies related to public health.

- **Working in international organizations**

For doctors interested in humanitarian aid, international health policy, or working in non-governmental organizations, working in international organizations such as the WHO (World Health Organization) or organizations providing aid in developing countries may be of interest.

8 Job opportunities

Career development opportunities after obtaining professional qualifications are wide - from specializations in medical fields to leadership positions in the healthcare sector. Specialized portals can be used to find job opportunities, such as **Medijob.cz**, **Nemocnice.cz**, or general job portals such as **Jobs.cz**, **Práce.cz** or **Indeed.cz**.

9 Preparing for the interview

The selection process and the interview itself can be stressful. Preparing for an interview means, above all, devoting time to thoughtfully considering your goals and qualifications in relation to the advertised position. What is the ideal procedure? Usually there are one or two rounds. One round of interviews lasts an average of 30-90 minutes. Interviews mostly take place in person, however, some may be conducted by telephone or online.

There will be one round of interviews if it is an internal recruitment. This means that you will respond to a specific employer, write back to them, and receive a direct invitation from this institution (e.g. IPVZ). In the case of the certification exam, the selection process is often organized through IPVZ, because this institution organizes the practical part of the exam and cooperates with accredited healthcare facilities to which it can recommend candidates. The second option is that recruitment will take place through a personnel agency. In that case, the first round will be with the recruitment agency and the second round with the specific employer.

Preparing for an interview starts with a well-written CV and cover letter. A job description is a list of qualifications, qualities, and activities that an employer is looking for in an ideal candidate. The more you can identify with these details, the more you will show the employer that you are the right candidate. The job description can also give you room for questions to ask during the interview. In such a situation, you will also show some preparation. It is important to remember that the goal of the interview is to get to know you and at the same time validate or verify what you have put in your resume.

As a rule, nowadays, you will encounter the so-called behavioral approach. It is essentially asking questions to see how you would react in certain situations, and from that, the employer then infers how you might react in your current workplace. You can certainly prepare answers in advance to possible questions such as what you have done or failed to do at work in the past, what you like or dislike, what successes or failures have you had.

Also, be prepared for uncomfortable questions that may relate to marital status, children, health, accent, origin, or financial situation. According to Czech law, these questions are not allowed to be asked in interviews. However, we cannot guarantee that you will not encounter them. The solution is to remain assertive, get to the point, and answer very briefly so as not to get bogged down in details.

An interview is a dialogue between partners. This means trying to communicate in a way that does not come across as too conceited or too submissive.

In terms of preparation, it is recommended to have specific documents printed with you: CV, cover letter (if you sent one), the wording of the advertisement, and possibly pre-prepared questions regarding the employer or specific conditions of work and cooperation.

What is the maximum recommended length of a response? The recommended length is 2 minutes. This length ensures that the interview maintains a reasonable pace. If the employer needs more information, they will ask you. When presenting your experience, be sure to focus on the most important thing the employer is looking for in the advertisement. However, the main part of the interview will depend on your experience.

The most common mistakes in interviews:

Mistake No. 1

You stop communicating during the selection process. Maybe you have signed a contract with another establishment in the meantime and feel like it is no longer important. However, it is still polite to inform the other employer about your choice.

Mistake No. 2

You arrive late for the interview or fail to show up at all without an excuse. It is always important to save the phone number of the contact person who invited you to the interview before the meeting so that you can excuse yourself in time in the event of, for example, a traffic jam or other unexpected situation.

Mistake No. 3

Another mistake is coming to the interview unprepared. Either you do not know anything about the employer, or you have confused the organization you sent your resume to with another one. Therefore, it is always a good idea to have all documents ready, such as your CV, the specific wording of the advertisement, etc. Without them, you may not respond appropriately. If you do not prepare specific questions, you may forget to ask for important information.

Mistake No. 4

You are too communicative or too uncommunicative, or you talk off topic, or you do not answer a specific question asked of you.

Other mistakes

The following two mistakes occur very often. Negative comments about your previous employer are also not appropriate. As a rule, we do not share these negative experiences during interviews. Likewise, we do not ask about financial compensation, benefits, etc., at the beginning of the interview.

If you know that the interview will not be in your native language, it is a good idea to practice it with a native speaker. This method of preparation will help you gain

the necessary self-confidence and assurance. If you do not understand a question during the interview, do not be afraid to say so.

Other things can also affect the outcome of the interview. These include having a ringing cell phone on during the interview, jumping into the conversation, or inappropriate clothing that is either too formal or informal.

10 Legal regulation

Nostrification of foreign education and qualifications:

Act No. 111/1998 Coll., on higher education institutions

This act regulates the area of higher education in the Czech Republic, including the recognition of foreign higher education.

Act No. 500/2004 Coll., Administrative Code

This act sets out the rules for administrative proceedings that may be applied in proceedings for the recognition of foreign education.

Decree No. 274/2016 Coll., on the recognition of professional qualifications

This regulates the conditions and procedures for the recognition of foreign professional qualifications in the Czech Republic, including nostrification.

Certification exams:

Act No. 95/2004 Coll., on higher education and professional training of healthcare professionals

This law regulates the conditions and requirements for healthcare professionals, including requirements for certification exams.

Act No. 372/2011 Coll., on healthcare services

This law concerns the provision of healthcare services and the regulation of healthcare professions, which includes examinations and qualifications for doctors, dentists and pharmacists.

Specialized training of doctors:

Act No. 95/2004 Coll., on higher education and professional training of healthcare professionals

This regulates the conditions for the specialized training of doctors, including the application processes for specialized training.

Decree No. 467/2011 Coll., on specialized training of doctors

This regulates in detail the specific conditions for the specialized training of doctors and the requirements for this process.

Recognition of foreign practice:

Act No. 95/2004 Coll., on higher education and professional training of healthcare professionals

This act also regulates the conditions for recognizing the foreign practice of doctors, dentists and pharmacists for the purposes of practicing these professions in the Czech Republic.

Exams during specialization training:

Act No. 95/2004 Coll., on higher education and professional training of healthcare professionals

This law specifies the conditions of examinations and other educational requirements during specialist training.

Career growth opportunities after obtaining professional qualifications:

Act No. 95/2004 Coll., on higher education and professional training of healthcare professionals

This act determines the rules for career growth within the healthcare professions in the Czech Republic.

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Attachment 1 Application for the certification exam



MINISTERSTVO ZDRAVOTNICTVÍ
ČESKÉ REPUBLIKY

K 1.1.2025 bude zrušena možnost uhradit správní poplatek ve výši 2000,- Kč kolkovými známkami. Akceptována bude pouze bezhotovostní platba.

V případě neshody jmen plátce a žadatele, uveďte ve zprávě pro příjemce, za koho byla platba provedena.

ŽÁDOST

o uznání odborné způsobilosti k výkonu zdravotnického povolání a o vykonání aprobační zkoušky
lékaře/zubního lékaře/farmaceuta v České republice
podle § 34 zákona č. 95/2004 Sb.

Pro lékaře, zubní lékaře a farmaceuty, kteří získali odborné vzdělání ve státě mimo Evropskou unii, mimo smluvní stát Dohody o Evropském hospodářském prostoru či mimo Švýcarskou konfederaci

LÉKAŘ*

ZUBNÍ LÉKAŘ*

FARMACEUT*

Jméno, příjmení (uvést v souladu se zněním uvedeném v průkazu totožnosti)

.....

popř. dřívější příjmení Stát. Příslušnost

Datum a místo narození

Jste-li cizinec původem z tzv. třetích zemí, uveďte, zda jste držitelem platné zaměstnanecké karty nebo jiného povolení k zaměstnání v ČR

☐ Ano

☐ Ne

Místo trvalého pobytu (uvedené v dokladu totožnosti)

Ulice Město

Země PSČ..... telefon.....

Adresa pro doručování

Na uvedenou adresu bude správní orgán zasílat veškeré písemnosti související s řízením o uznání způsobilosti a s aprobační zkouškou. Pokud dojde ke změně kontaktní adresy, je ve vlastním zájmu žadatele ohlásit tuto skutečnost neprodleně správnímu orgánu – Ministerstvu zdravotnictví.

Ulice Město

Země PSČ..... Český telefon.....

Český e-mail

Jsem fyzická osoba, podnikající fyzická osoba nebo právnická osoba a mám datovou schránku

ID datové schránky

Palackého náměstí 4, 128 00 Praha 2
Tel.: +420 224 972 602, email: olp@mzd.gov.cz



Název školy, fakulty

Oboru studia, rok ukončení

Název státu, kde bylo studium ukončeno

Vyberte jednu z možností:

- a) Pisemná část aprobační zkoušky
- b) Ústní část aprobační zkoušky

Přílohy k žádosti:

- **úředně ověřený překlad dokladu o zahraničním odborném vzdělání** (vysokoškolský diplom)
- **úředně ověřená kopie** osvědčení o uznání zahraničního vysokoškolského vzdělání a kvalifikace v České republice za rovnocenné vysokoškolskému vzdělání v akreditovaném zdravotnickém magisterském studijním programu všeobecné lékařství nebo zubní lékařství nebo farmacie (tzv. nostrifikace) podle zákona č. 111/1998 Sb., o vysokých školách, v platném znění
- jste-li cizinec původem z tzv. třetích zemí, jemuž byla vydána zaměstnanecká karta nebo jiné povolení k zaměstnání v ČR, přiložte **kopii zaměstnanecké karty nebo tohoto jiného povolení k zaměstnání v ČR**
- **doklad o zdravotní způsobilosti žadatele – lékařský posudek** vydaný na základě lékařské prohlídky registrujícím poskytovatelem zdravotních služeb v oboru všeobecné praktické lékařství a není-li, jiným praktickým lékařem. - **nesmí být předloženi starší 3 měsíců**
- **doklad o bezúhonnosti žadatele vydaný státem, jehož je žadatel státním příslušníkem a doklady vydanými státy, ve kterých se žadatel zdržoval v posledních 3 letech nepřetržitě déle než 6 měsíců.**

V případě, že se tedy uchazeč zdržoval v posledních 3 letech nepřetržitě déle než 6 měsíců v jiném státě, než jehož je státním příslušníkem, předkládá též doklad o bezúhonnosti vydaný tímto státem (předkládá tak 2 doklady o bezúhonnosti).

Nevydává-li stát uvedený ve větě první výpis z evidence trestů nebo rovnocenný doklad nebo nelze-li jej získat, předloží fyzická osoba čestné prohlášení o bezúhonnosti, které učinila před notářem nebo příslušným orgánem tohoto státu. Cizinec, který je nebo byl státním občanem jiného členského státu Evropské unie nebo má nebo měl adresu bydliště v jiném členském státě Evropské unie, může místo výpisu z evidence obdobné Rejstříku trestů doložit bezúhonnost výpisem z Rejstříku trestů s přílohou obsahující informace, které jsou zapsané v evidenci trestů jiného členského státu Evropské unie; držitel mezinárodněprávní ochrany podle zákona č. 325/1999 Sb., o azylu, ve znění pozdějších předpisů, doloží potvrzení o této skutečnosti) - **nesmí být předloženi starší 3 měsíců**

- **úředně ověřená kopie oddacího listu či dokladu o změně příjmení** (v případě, že žadatel změnil příjmení) **plná moc**, v případě, že žadatel zmocnil jinou osobu ke svému zastupování pro dané řízení
- **doklad o bezhotovostním převodu správního poplatku ve výši 2000,- Kč** na bankovní účet ministerstva zdravotnictví číslo 3711-0002528001/0710, variabilní symbol 2420.



MINISTERSTVO ZDRAVOTNICTVÍ
ČESKÉ REPUBLIKY

Přílohy k žádosti se dokládají v českém jazyce případně slovenském jazyce, přílohy k žádosti vyhotovené v cizím jazyce musí účastník řízení předložit v originálním znění a současně v úředně ověřeném překladu do jazyka, tj. v překladu provedeném tlumočnickem zapsaným do seznamu znalců a tlumočníků ve smyslu zákona č. 36/1967 Sb., o znalcích a tlumočnících, v platném znění

Prohlašuji, že všechny údaje uvedené v této žádosti jsou správné, úplné a zakládají se na pravdě:

<i>Jméno a příjmení:</i>	<i>Podpis:</i>	<i>Datum:</i>	<i>Místo:</i>

Kompletní žádost zašlete na adresu:

Ministerstvo zdravotnictví
Oddělení lékařských povolání
Palackého nám. 4
128 00 Praha 2

Případně zaneste do podatelny Ministerstva zdravotnictví.

Palackého náměstí 4, 128 00 Praha 2
Tel.: +420 224 972 602, email: olp@mzd.gov.cz

Attachment 2 Information on transferring the administrative fee

SPRÁVNÍ POPLATEK JE ZA ŽÁDOST – 2 000,- Kč A HRADÍ SE PŘEVODEM NA ÚČET MINISTERSTVA

bankovním převodem na účet Ministerstva zdravotnictví:

Bankovní poplatky spojené s úhradou správního poplatku hradí vždy žadatel. Na účet MZ ČR musí být připsána částka 2 000,- Kč nebo jakkoli vyšší. Pokud by byla připsána částka nižší, bude žadatel vyzván k doplacení stanovené částky.

Nezbytné podklady k provedení převodu, podle kterého bude platba dohledána finančním oddělením:

Číslo účtu MZ pro správní poplatky: 3711-0002528001

Kód banky: 0710

Název banky: Česká národní banka, Praha 1

Mezinárodní kód účtu (IBAN): CZ45 0710 0037 1100 0252 8001

Mezinárodní kód banky (BIC): CNBACZPP

Variabilní symbol: 2420

Attachment 3 Application for the recognition of foreign higher education and qualifications

	Č. j. NO/UKRUK/...../...../..... Pro více informací navštivte https://cuni.cz/UK-10205.html For more information visit: https://cuni.cz/UKEN-16.html																																																						
Žádost o uznání zahraničního vysokoškolského vzdělání a kvalifikace Request for recognition of foreign university education and qualification																																																							
<i>podle § 89 odst. 1 písm. b) zákona č. 111/1998 Sb., o vysokých školách a o změně a doplnění dalších zákonů (zákon o vysokých školách) / according to § 89 paragraph 1 point b) Act No. 111/1998 Coll., on universities and amending other Acts (Higher Education Act)</i>																																																							
<table border="1"><tr><td colspan="2">Jméno žadatele (name of applicant) / Příjmení žadatele (surname of applicant)</td><td>Muž / Male nebo Žena / Female ☐ ☐</td></tr><tr><td colspan="2">Státní příslušnost: Nationality:</td><td>Datum narození (DD/MM/RRRR) / Date of birth (DD/MM/YYYY)</td></tr><tr><td colspan="3">Adresa trvalého pobytu (nemá-li žadatel trvalé bydliště v ČR, uveďte adresu v zahraničí) Address of permanent residence (If the applicant does not have a permanent address in the Czech republic, indicate the address abroad)</td></tr><tr><td colspan="3">Ulice a č. p. / Street and House No:</td></tr><tr><td>Město / City</td><td colspan="2">PSČ / Zip code:</td></tr><tr><td colspan="3">Stát / Country</td></tr><tr><td>E-mail:</td><td colspan="2">Telefon / Phone (CZ):</td></tr><tr><td colspan="3">Informace o zahraničním vysokoškolském vzdělání / Information about foreign university education</td></tr><tr><td colspan="3">Název absolvované vysoké školy (VŠ) / Name of the Graduation University:</td></tr><tr><td colspan="3">Webové stránky univerzity / Web of the University:</td></tr><tr><td colspan="3">E-mail univerzity / E-mail of the University:</td></tr><tr><td>Sídlo VŠ (město): Residency (city):</td><td colspan="2">Sídlo VŠ (stát): Residency (country):</td></tr><tr><td>Místo studia (město): Place of study (city):</td><td colspan="2">Místo studia (stát): Place of study (state):</td></tr><tr><td>Rok zahájení studia: Year of the start of the study:</td><td colspan="2">Rok ukončení studia: Year of the end of the study:</td></tr><tr><td colspan="3">Název studijního programu, název studijního oboru / Study program, Field of Study:</td></tr><tr><td colspan="3">Žádám o uznání vysokoškolského vzdělání v programu ^{*)} / I am requesting recognition of the following university degree:</td></tr><tr><td>☐ Bakalářském / Bachelor</td><td>☐ Magisterském / Master</td><td>☐ PhD / PhD programme</td></tr><tr><td colspan="3">Předchozí vzdělání / Previous education:</td></tr></table>		Jméno žadatele (name of applicant) / Příjmení žadatele (surname of applicant)		Muž / Male nebo Žena / Female ☐ ☐	Státní příslušnost: Nationality:		Datum narození (DD/MM/RRRR) / Date of birth (DD/MM/YYYY)	Adresa trvalého pobytu (nemá-li žadatel trvalé bydliště v ČR, uveďte adresu v zahraničí) Address of permanent residence (If the applicant does not have a permanent address in the Czech republic, indicate the address abroad)			Ulice a č. p. / Street and House No:			Město / City	PSČ / Zip code:		Stát / Country			E-mail:	Telefon / Phone (CZ):		Informace o zahraničním vysokoškolském vzdělání / Information about foreign university education			Název absolvované vysoké školy (VŠ) / Name of the Graduation University:			Webové stránky univerzity / Web of the University:			E-mail univerzity / E-mail of the University:			Sídlo VŠ (město): Residency (city):	Sídlo VŠ (stát): Residency (country):		Místo studia (město): Place of study (city):	Místo studia (stát): Place of study (state):		Rok zahájení studia: Year of the start of the study:	Rok ukončení studia: Year of the end of the study:		Název studijního programu, název studijního oboru / Study program, Field of Study:			Žádám o uznání vysokoškolského vzdělání v programu ^{*)} / I am requesting recognition of the following university degree:			☐ Bakalářském / Bachelor	☐ Magisterském / Master	☐ PhD / PhD programme	Předchozí vzdělání / Previous education:		
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Adresa trvalého pobytu (nemá-li žadatel trvalé bydliště v ČR, uveďte adresu v zahraničí) Address of permanent residence (If the applicant does not have a permanent address in the Czech republic, indicate the address abroad)																																																							
Ulice a č. p. / Street and House No:																																																							
Město / City	PSČ / Zip code:																																																						
Stát / Country																																																							
E-mail:	Telefon / Phone (CZ):																																																						
Informace o zahraničním vysokoškolském vzdělání / Information about foreign university education																																																							
Název absolvované vysoké školy (VŠ) / Name of the Graduation University:																																																							
Webové stránky univerzity / Web of the University:																																																							
E-mail univerzity / E-mail of the University:																																																							
Sídlo VŠ (město): Residency (city):	Sídlo VŠ (stát): Residency (country):																																																						
Místo studia (město): Place of study (city):	Místo studia (stát): Place of study (state):																																																						
Rok zahájení studia: Year of the start of the study:	Rok ukončení studia: Year of the end of the study:																																																						
Název studijního programu, název studijního oboru / Study program, Field of Study:																																																							
Žádám o uznání vysokoškolského vzdělání v programu ^{*)} / I am requesting recognition of the following university degree:																																																							
☐ Bakalářském / Bachelor	☐ Magisterském / Master	☐ PhD / PhD programme																																																					
Předchozí vzdělání / Previous education:																																																							
Adresa, na níž má být rozhodnutí zasláno (nemá-li žadatel trvalé bydliště v ČR, uveďte adresu v zahraničí) Address where the decision will be sent (if the applicant does not have a permanent address in the Czech republic, indicate an address)																																																							
Jméno a příjmení ^{**)} Name and surname																																																							
Ulice a č. p. / Street and House No:																																																							
Město / City:	PSČ / Zip code:																																																						
Stát / Country:																																																							
Kontakt na zmocněnce ^{***)} / Authorized contact:																																																							
Telefon / Phone (CZ):	E-mail:																																																						
Poznámky / Notes:																																																							

^{*)} Příslušná varianta se označí křížkem / The relevant variant is marked with the cross
^{**)} Pokud se liší od jména žadatele je nutno doložit plnou moc ([www.cuni.cz/UK-184-version1-Plnemoc.doc](https://cuni.cz/UK-184-version1-Plnemoc.doc)) / If it is different from applicant's name it must be accompanied by a power of attorney ([www.cuni.cz/UK-184-version1-Plnemoc.doc](https://cuni.cz/UK-184-version1-Plnemoc.doc))
^{***)} Volitelně - pouze v případě, že je žadatel v řízení zastupován na základě plné moci / Optional - if the holder of a diploma authorized another person to act on his behalf in the process of recognition

Source

CHARLES UNIVERSITY. Recognition of foreign education (general “nostrification”). Online. 10.04.2025. Available from: <https://cuni.cz/UK-10205.html>. [cit. 2025-05-04].

Svým podpisem stvrzuji, že mi zahraniční vysokoškolské vzdělání v ČR doposud nebylo uznáno a že jsem nepodal/a žádost o uznání zahraničního vysokoškolského vzdělání a kvalifikace na žádnou jinou vysokou školu v ČR. Dále dávám tímto souhlas Univerzitě Karlově a jejím součástem, fakultám, k ověření informací a dokumentů týkajících se mého zahraničního vzdělání. Tyto informace/ dokumenty zahrnují zejména obsah zkoušek, hodnocení a jakékoliv další informace, které jsou považovány za nezbytné k prověření ověření poskytnutých informací / dokumentů. / I confirm that my degree was not previously recognized in the Czech Republic and that I have not simultaneously requested recognition of my degree at a different university in the Czech Republic. Moreover I authorize Charles University, and its units to verify information and documentation in connection with my application. This information/documentation may contain curriculum, assessment criteria and any other information deemed necessary to conduct the verification of the information/documentation provided.

Datum/ Date:

Podpis žadatele/ Signature of the applicant:

K žádosti přiložte VŽDY všechny níže uvedené doklady: / ALWAYS enclose the following documents

1. Úředně ověřenou kopii diplomu (notářem/ apostilou/ superlegalizací) / O Certified copy of diploma (by notary / Apostille / superlegalization)
2. Úředně ověřenou kopii seznamu absolvovaných předmětů (dodatek k diplomu/ transkript) / Certified copy of the completed subjects (for ex. diploma supplement/ transcript)
3. Dokumenty, které nejsou vydány v anglickém nebo slovenském jazyce, musí být úředně přeloženy do českého či anglického jazyka (soudním tlumočníkem nebo zastupitelským úřadem ČR v zahraničí) / Official translation (by a court interpreter or by an Embassy of the Czech Republic abroad) is necessary with documents which are not issued in English or Slovak language
4. Plná moc pro zástupce, v případě, že držitel diplomu zmocnil jinou osobu, aby ho v řízení o uznání zahraničního vysokoškolského vzdělání zastupovala / Power of attorney for the representative, if the holder of a diploma authorized another person to act on his behalf in a process of recognition.
5. V případě změny jména žadatele úředně ověřenou kopii dokladu, který toto prokazuje (oddací list), úředně přeloženou do českého či anglického jazyka / In case of the change of the name attach the notarised document proving such a matter of fact (for ex. marriage certificate)

**Zvláštní požadavky pro podání žádosti o uznání vzdělání v oboru všeobecné lékařství/ zubní lékařství:
Special requirements for the recognition of education in the field of General Medicine or Dentistry:**

Mimo výše uvedených dokumentů je nutné předložit seznam všech absolvovaných předmětů včetně hodinových dotací a doklad o složení a obsahu komplexní závěrečné zkoušky, pokud není tato informace součástí dodatku k diplomu / Apart from the documents mentioned above it is essential to enclose the a list of all completed subjects including the extent of completed courses (in hours) and a document stating the content of the final examination, unless this information is a part of the diploma supplement (apart from the documents mentioned above).

**Zvláštní požadavky pro podání žádosti o uznání doktorského studia (PhD)
Special requirements for the recognition of a Doctorate degree (PhD):**

Spolu s výše uvedenými dokumenty je nutné předložit i doktorskou nebo disertační práci (překlad není nutný) a abstrakt této práce (musí být v angličtině nebo češtině, úřední překlad není nutný) a seznam citací a publikací žadatele, případně profesní životopis se zaměřením na odbornou a vědeckou činnost. Tyto dokumenty lze doručit i v elektronické podobě (zaslat na nostrifikace@ruk.cuni.cz) / Along with the documents mentioned above it is necessary submit the dissertation or doctoral thesis and an abstract thereof in Czech or English (no need for the certified translation). It is also necessary to enclose the list of citations and publications of the applicant, especially in impacted papers (or a professional CV focused on expert and research activities). These documents can be submitted in the electronic form by email (nostrifikace@ruk.cuni.cz).

Věřejná vysoká škola vybírá dle ustanovení § 90a odst. 2 poplatek za úkony spojené s řízením o žádosti o uznání zahraničního vysokoškolského vzdělání a kvalifikace, který činí 3 000 Kč.

Možnosti uhrazení poplatku za nostrifikaci:

1. Úhrada převodem na účet Univerzity Karlovy: 190-907907399/0800, vedený u České spořitelny; IBAN CZ66 0800 0001 9009 0790 7399, BIC-Swift GIBACZPX. Jako variabilní symbol prosím uveďte své datum narození ve tvaru DDMMRR, do poznámky přidejte jméno a příjmení ve tvaru uvedeném v pase či občanském průkazu. Platba je možná v CZK i v zahraniční měně. Prosím dbejte na to, aby na účet univerzity dorazila plná částka ve výši 3000 Kč (případné bankovní poplatky hradí vždy žadatel)

2. Platba v hotovosti na pokladně rektorátu UK (Ovocný trh 5/560, 116 36 Praha 1, místnost 404 v 4. patře) - platba je možná pouze v CZK (českých korunách). Pokladní hodiny: Po 10:00-12:00 a 13:00-16:00, St 10:00-12:00 a 13:00-16:00

3. Platba kartou prostřednictvím platební brány na adrese: <https://provoz.verso.is.cuni.cz/kopla/faces/view/payment.xhtml?purpose=10541>

Public college/university collects the fee of CZK 3,000 for the proceedings related to the request for the recognition of foreign college/university education and qualification.

How to pay the recognition fee:

1. **Bank transfer to Charles University account No. 190-907907399/0800, IBAN CZ66 0800 0001 9009 0790 7399, BIC-Swift GIBACZPX** in Česká spořitelna. As a variable symbol, please use your date of birth (DDMMYY), and add your name and surname (as written in your passport or ID) to the Note field. You can pay either in CZK or in a foreign currency. Please make sure that the full payment of CZK 3,000 arrives on the bank account of the university (any bank fees are due by the applicant).

2. **Payment in cash in the box office of Charles University Rectorate** (Ovocný trh 5/560, 116 36 Prague 1, room 401, 4th floor) CZK only. Working hours: Monday and Wednesday 10:00-12:00 or 13:00-16:00

3. **Payment by card through a payment gateway at:** <https://provoz.verso.is.cuni.cz/kopla/faces/view/payment.xhtml?purpose=10541>

Attachment 4 Medical fitness certificate

Lékařský posudek	
Evidenční číslo posudku:	
Název poskytovatele zdravotních služeb vydávajícího lékařský posudek:	
Adresa sídla nebo místa podnikání poskytovatele:	
IČO:	
Jméno, popřípadě jména, a příjmení posuzované osoby:	
Datum narození:	
Adresa trvalého pobytu, popřípadě místo pobytu na území ČR (jde-li o cizince):	
Účel (důvod) vydání posudku: posouzení zdravotní způsobilosti k výkonu povolání: - lékař, zubní lékař, farmaceut***)	
Posudkový závěr:	
Posuzovaná osoba	
a) je zdravotně způsobilá b) není zdravotně způsobilá c) je zdravotně způsobilá s omezením ^{*)} , ^{**)} .	
Poučení: Proti tomuto lékařskému posudku lze podle § 46 odst. 1 zák. č. 373/2011 Sb., o specifických zdravotních službách, ve znění pozdějších předpisů, podat návrh na jeho přezkoumání do 10 pracovních dnů ode dne jeho prokazatelného předání poskytovatelem zdravotních služeb, který posudek vydal. Návrh na přezkoumání lékařského posudku nemá odkladný účinek, jestliže z jeho závěru vyplývá, že posuzovaná osoba je pro účel, pro nějž byla posuzována, zdravotně nezpůsobilá nebo zdravotně způsobilá s omezením.	
Datum vydání lékařského posudku	Jméno, příjmení a podpis lékaře, razítko poskytovatele zdravotních služeb (registrující praktický lékař v oboru všeobecné praktické lékařství nebo není-li, pak jiný praktický lékař)
Poznámka: *) Bylo-li zjištěno, že posuzovaná osoba je zdravotně způsobilá s omezením, uvede se omezení podmiňující zdravotní způsobilost k výkonu povolání. **) Datum ukončení platnosti posudku, pokud je třeba na základě zjištěné zdravotní způsobilosti	

Source

MINISTRY OF HEALTH OF THE CZECH REPUBLIC. Certification exams. Online. 2015, 10.04.2025. Available from: <https://mzd.gov.cz/aprobacni-zkousky/>. [cit. 2025-05-04].

omezit jeho platnost.

***) Nehodící se škrtněte.

Posuzovaná osoba převzala lékařský posudek do vlastních rukou:

dne

.....
podpis posuzované osoby

Attachment 5 Statement of integrity

Nevydává-li stát, jehož je fyzická osoba občanem výpis z evidence trestů nebo rovnocenný doklad, nebo nelze-li jej získat, předloží fyzická osoba čestné prohlášení o bezúhonnosti, které učinila před notářem nebo příslušným orgánem tohoto státu.

ČESTNÉ PROHLÁŠENÍ O TRESTNÍ BEZÚHONNOSTI

Já, níže podepsaná/ý

jméno, příjmení:

datum narození (den, měsíc, rok):

státní občanství:

čestně prohlašuji, že jsem bezúhonná/ý.

Dle § 3 odst. 3 zákona č. 95/2004 Sb. se za bezúhonného pro účely tohoto zákona považuje ten, kdo nebyl pravomocně odsouzen k nepodmíněnému trestu odnětí svobody pro úmyslný trestný čin spáchaný v souvislosti s poskytováním zdravotních služeb, nebo se na něho hledí, jako by nebyl odsouzen dle zákona č. 40/2009 Sb., trestní zákoník ve znění pozdějších předpisů.

V

Dne

Podpis

Source

MINISTRY OF HEALTH OF THE CZECH REPUBLIC. Certification exams. Online. 2015, 10.04.2025. Available from: <https://mzd.gov.cz/aprobacni-zkousky/>. [cit. 2025-05-04].

Attachment 6 Certificate of completion of practice for doctors

MZ ČR Vzdělávací program odborné praxe v rámci praktické části aprobační zkoušky uchazeče o uznání způsobilosti k výkonu povolání lékaře	
Příloha č. 1	
A. Uchazeč absolvoval odbornou praxi v rámci praktické části aprobační zkoušky v požadované délce a rozsahu, a to v období (od - do)	
..... Datum, jméno a podpis statutárního orgánu	 Datum, jméno a podpis lékaře, který vykonal přímé odborné vedení
B. Potvrzení, že uchazeč vypracoval 5 případových studií	
..... Datum, jméno a podpis statutárního orgánu	 Datum, jméno a podpis lékaře, který vykonal přímé odborné vedení
14	

Source

MINISTRY OF HEALTH OF THE CZECH REPUBLIC. Certification exams. Online. 2015, 10.04.2025. Available from: <https://mzd.gov.cz/aprobačni-zkousky/>. [cit. 2025-05-04].

Attachment 7 Notice of the commencement of the practical part of the certification exam

OZNÁMENÍ O ZAHÁJENÍ PRAKTICKÉ ČÁSTI APROBAČNÍ ZKOUŠKY

Jméno, příjmení (uvést v souladu se zněním uvedeném v průkazu totožnosti)

.....
.....

Datum narození:

Stát. příslušnost:

Adresa trvalého bydliště (uvedená v dokladu totožnosti)

Ulice:..... Město:

Stát:..... PSČ:

oznamuje zahájení praktické části aprobační zkoušky u poskytovatele zdravotních služeb

Název poskytovatele zdravotních služeb:

.....

Místo poskytování zdravotních služeb, kde byla praktická část aprobační zkoušky
uskutečněna:

Ulice:.....

Město:..... PSČ:.....

Jméno a příjmení zdravotnického pracovníka vykonávajícího v průběhu praktické části aprobační
zkoušky nad uchazečem přímé odborné vedení:

.....
.....

Den zahájení praktické části aprobační zkoušky:

.....

Source

MINISTRY OF HEALTH OF THE CZECH REPUBLIC. Certification exams. Online. 2015, 10.04.2025. Available from: <https://mzd.gov.cz/aprobacni-zkousky/>. [cit. 2025-05-04].

Prohlašuji, že všechny údaje uvedené v tomto formuláři jsou správné, úplné a zakládají se na pravdě:

<i>Jméno a příjmení:</i>	<i>Podpis:</i>	<i>Datum:</i>	<i>Místo:</i>

Upozornění:

Oznámení vyplňte čitelně hůlkovým písmem nebo na počítači.

Podepsaný formulář zašlete na adresu: Ministerstvo zdravotnictví ČR, Palackého náměstí 4,
128 01, Praha 2, Odbor vědy a lékařských povolání

