



CZECH TECHNICAL UNIVERSITY IN PRAGUE
APPEAL/APPLICATION AGAINST THE DECISION
ON ASSESSMENT OF A STUDY-RELATED FEE

I. INFORMATION ON THE DECISION

Reference number of the decision: _____ of: _____

II. PERSONAL DATA

Surname: _____ Name, pers. N.: _____
Title (s): _____ Date of Birth: _____
Permanent Address: _____
Contact Address: _____
Phone: _____ E-mail: _____

III. DATA CONCERNING THE APPEAL / APPLICATION

- a) I object that the assessed fee is illegitimate YES NO
b) I request REDUCTION WAIVER DEFERRAL OF DUE DATE SPREADING OUT INTO INSTALLMENTS

Justification:

- [1] Social - Difficult social situation – indigence
- [2] Social - Difficult social situation – recipient of child allowance
- [3] Social - Loss of one/both parents during the studies until the age of 26
- [4] Social - Above standard necessary care for own or adopted child
- [5] Social - Necessary long term personal care for a disabled or chronically ill person
- [6] Health - Permanent disability
- [7] Health - Specific needs of the student
- [8] Health - Long-term hospitalisation or serious illness (during the current studies)
- [9] Study - Excellent study results (the weighted average for studies up to now is 1,20 inclusive, and simultaneously at least 30 credits are gained for each completed semester and at least 4 subjects in the semester are graded)
- [10] Study - Study stay abroad for at least 2 semesters, if the sent student did not interrupt the studies and the fulfilment of study obligations and credits was not recognised
- [11] Study - Enrolment into the 1 st year prior to the commencement of the academic year
- [12] Study - Interruption of the studies during the period for which the fee was assessed
- [13] Study - Successful completion of the studies after the commencement of the relevant assessment period (up to 1 month /up to 2 months/ up to 3 months)
- [14] Study - Dropping out of the studies pursuant to § 56 (1) a) of the act after the commencement of the relevant assessment period (within 14 days/ up to 1 month /up to 2 months/ up to 3 months)
- [15] Study - Concurrence of fees for longer studies in the same assessment period or its part
- [16] Study - Organisation reasons on the part of the CTU or the faculty upon which the student does not have influence
- [17] Study - Inclusion of the unsuccessful master studies (not the follow up master studies) into the fee in the bachelor and further master study program
- [18] Study - Inclusion of previous unsuccessful studies in case the student subsequently successfully completed a study program of the same type on a private, state or foreign university

Additional text:

Please attach the confirmation of the decisive facts:

Attached documents:

Date:

Signature:.....

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IV. OPINION OF THE DEAN CONCERNING THE APPEAL AND THE APPLICATION

Date: Signature:.....

V. PROPOSAL OF THE DECISION OF THE RECTOR

- Confirm the decision
- Reduce the sum to CZK:
- Defer the due date to:.....
- Cancel the decision
- Waive the fee
- Spread out the fee into installments:
 1. CZK.....
 2. CZK.....
 3. CZK.....
 4. CZK.....

Date:..... Signature:.....