*Statute of the Czech Technical University in Prague*



***Annex N. 5***

***to the CTU Statute***

**FEES ASSOCIATED WITH STUDIES**

1. Pursuant to art.11 (1) a) the fee for acts connected with the admission procedure is 0,2 times the base rounded down to the 50 crowns.
2. Pursuant to art.11 (1) ba) the fee for studies exceeding the standard length is 4,6 times the base multiplied by the coefficient of economical strenuousness of the study program rounded down to hundreds for each additional commenced 6 months of study.

The list of study programs with the list of coefficients of economic strenuousness of the studies is published in the public section of the CTU web pages**.**

1. Pursuant to art. 11 (1) bb) the fee for studies in the foreign language is listed in the following table (the sums are in CZK per semester):

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Constituent part | | Faculty study programs | | | | |
|  | | Bachelor | | Master | | PhD |
| **FCE** | | 55 000 | | 66 000 | | 69 000 |
| **FME** | | 55 000 | | 66 000 | | 69 000 |
| **FEE** | | 55 000 | | 66 000 | | 69 000 |
| **FNSPE** | | 55 000 | | 66 000 | | 69 000 |
| **FA** | | 55 000 | | 66 000 | | 69 000 |
| **FTS** | | 55 000 | | 66 000 | | 69 000 |
| **FBME** | | 55 000 | | 66 000 | | 69 000 |
| **FIT** | | 64 000 | | 64 000 | | 64 000 |
|  | Study programs not provided by faculties | | | | | |
| X | 55 000 | | 66 000 | | 69 000 | |

The rector can reduce the fee upon the proposal of the dean of the faculty or the director of its constituent part.

1. Reasons for waiver or reduction of the fees for studies exceeding the standard length (pursuant to art. 11 (5))

|  |  |  |  |
| --- | --- | --- | --- |
| **Reason number** | **Reason** | **Situation** | **Required documents** |
| 1 | Social | Difficult social situation – indigence | Confirmation of social allowances |
| 2 | Social | Difficult social situation – recipient of child allowance | Confirmation of child allowance (student) |
| 3 | Social | Loss of one or both parents until the age of 26 (student) | Documents from the registry |
| 4 | Social | Above standard necessary care for own or adopted child / parent until the age of three (child) | Relevant documents, birth certificate of the child |
| 5 | Social | Necessary long term personal care for a chronically ill person | Relevant documents |
| 6 | Health | Permanent disability | The student is the holder of the ZTP, ZTP/P card,(*cards for disabled persons in the Czech republic),* disability pension assessment |
| 7 | Health | Specific needs of the student | The student is registered in ELSA CTU |
| 8 | Health | Long-term hospitalisation or serious illness (during the studies) | Medical certificate |
| 9 | Study | Excellent study results (the weighted study average 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) | Copy of an entry from  CTU IS |
| 10 | Study | Study stay abroad for at least 2 semesters, if the student´s studies have not been suspended | Opinion of the study department |
| 11 | Study | Enrolment into the 1 st year prior to the commencement of the academic year: (June/July/August) | Copy of an entry from  CTU IS |
| 12 | Study | Suspension of the studies during the period for which the fee was assessed | Copy of an entry from  CTU IS – decision on suspension of studies |
| 13 | Study | Successful completion of studies after the commencement of the relevant assessment period (up to 1 month /up to 2 months/ 3 months) | Copy of an entry from  CTU IS –confirmation of completion of studies |
| 14 | Study | Dropping out of studies pursuant to § 56 (1) a) of the act or termination due to failure to comply with requirements pursuant to § 56 (1) b) of the act, after the commencement of the relevant assessment period (within 14 days / 1 month / 2 months / 3 months) | Copy of an entry from  CTU IS |
| 15 | Study | Concurrence of fees for longer studies (exceeding the standard length of studies) in the same assessment period or its part (within the scope of 0-100 % of the length of the overlap of the assessment periods) | Copy of an entry from  CTU IS |
| 16 | Study | Organisation reasons on the part of the CTU or the faculty upon which  the student does not have influence | Opinion of the study department |
| 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 | Copy of an entry from the registry of students (SIMS) |
| 18 | Study | Inclusion of previous unsuccessful studies if the unsuccessful student subsequently successfully completed a study program of the same type at a private, state or foreign university | Confirmation of completion of previous studies, in case of study abroad - nostrification |

Reduction of the assessed fee (in % of the assessed fee)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Reason Number | 1 st assessment | 2 nd assessment | 3 rd assessment | 4 th and further assessment |
| 1 | 75 | 75 | 50 | 50 |
| 2 | 50 | 50 | 50 | 50 |
| 3\* | 100/0-100\* | 100/0-100\* | 100/0-100\* | 100/0-100\* |
| 4\* | 50-100/100/0-100\* | 50-100/100/0-100\* | 50-100/100/0-100\* | 50-100/100/0-100\* |
| 5 | 50-100 | 50-100 | 25-100 | 25-100 |
| 6 | 100 | 100 | 100 | 100 |
| 7 | 10-100 | 10-100 | 10-100 | 10-100 |
| 8 | 25-100 | 25-100 | 10-100 | 10-100 |
| 9 | 50-100 | 25-50 | 0-25 | 0-25 |
| 10 | 75-100 | 25-75 | 0 | 0 |
| 11 | 30/20/10 | 0 | 0 | 0 |
| 12 | 0-100 | 0-100 | 0-100 | 0-100 |
| 13 | 100/80/50 | 100/80/50 | 100/80/50 | 100/80/50 |
| 14 | 100/85/70/50 | 100/85/70/50 | 100/85/70/50 | 100/85/70/50 |
| 15 | 0-100 | 0-100 | 0-100 | 0-100 |
| 16 | 0-100 | 0-100 | 0-100 | 0-100 |
| 17 | 100 | 100 | 80 | 80 |
| 18\*\* | 0-100 | 0-100 | 0-100 | 0-100 |

\* In case the decisive moment (when the student turns 26 in case of reason N.3 or 3 years of age of a child in case of reason 4) occurs during the assessment period, the fee is calculated based on the number of days until the decisive moment.

\*\* The waiver is directly proportional to the number of days studied in the bachelor study in the Czech Republic, based on the information from the registry.

Notice:

1. If the time limit for the submission of the appeal against the assessment of the fee has lapsed, the appeal against assessment of the fee together with the application for waiver, reduction or deferral of the due date cannot be allowed, despite having documented the above-mentioned reasons. Missed appeal can be waived, if an application for waiver of the missed appeal is lodged within 15 days from the day, when the obstacle, which prevented lodging the appeal, ceased to exist. It must be lodged together with the missed appeal and the student must prove that there were serious reasons, which prevented him / her from doing so, and which were not his/her fault.
2. Students, who committed a disciplinary transgression, are not entitled to apply for reduction of the fee due to reasons 9 to 18.
3. In case of concurrence of more reasons for waiver or reduction of the fee, each case is considered individually taking into consideration the listed limits.
4. The tuition fee is set for each bachelor or master study program individually. The same applies to the appeal against the assessment and considering the application for waiver or reduction of the fee and deferral of the due date.