



III .
FULL TEXT OF
SCHOLARSHIP REGULATIONS
OF 21 OCTOBER 2020
OF THE CZECH TECHNICAL UNIVERSITY IN PRAGUE

Article 1 General
Provisions

These Scholarship Regulations of the Czech Technical University in Prague in accordance with Section 62, para. 1 (i) and Section 91 of Act No. 111/1998 Sb., on Higher Education and on Amendments and Supplements to Other Acts (Higher Education Act), as amended (hereinafter the "Act") regulates the granting of scholarships to CTU students of all bachelor's degree programs, master's and doctoral degree programs, both faculty and non-faculty.

Article 2
Types of scholarships and their sources

(1) Students may be awarded these scholarships

- a) scholarship for excellent study results according to Section 91 para. 2 a) of the Act (hereinafter „merit scholarship “),
- b) special-purpose scholarship according to Section 91 para 2 b) to d) and para. 4 a) and b) of the Act,
- c) scholarship in case of a difficult social situation of the student according to Section 91 para. 3 of the Act, (hereinafter referred to as „social scholarship “),
- d) doctoral scholarship under Section 91 para. 4 c) of the Act,

- e) accommodation scholarship under Section 91 para. d) of the Act.

(2) Scholarships are paid from these sources

- a) a subsidy or a contribution from the state budget,
- b) from the CTU Scholarship Fund,
- c) from grants and projects,
- d) from special-purpose gifts,
- e) from profit of ancillary activities.

- (1) The scholarship may be awarded as a lump sum or as a monthly amount paid for a fixed period of the academic year. Students of faculty programs are awarded scholarships by decision of the Dean. Students of non-faculty programs are awarded scholarships by the Rector. The Rector may also grant scholarships to students of faculty programs pursuant to the Section 4 para. 2; information on granting the scholarship will be communicated to the relevant Dean.

Article 3 Merit
Scholarship

- (2) Merit scholarships may be awarded to bachelor and master programme students for outstanding study results achieved in the relevant section of study, which is a semester or an academic year.
- (3) A merit scholarship may be awarded only to a student who, in the semester or academic year in which he/she becomes eligible for a merit scholarship,
- a) is a CTU student pursuant to Section 61 of the Act (hereinafter referred to as a "student",
 - b) studies in the standard period of study, or studies in the standard period of study extended by a maximum of one year, if he has studied at least one semester at a foreign university under programs co-organized by CTU and applies for a scholarship in writing,
 - c) has met the stipulated criteria for awarding a scholarship.
- (4) A merit scholarship may also be awarded to a student for a decisive section of study completed at other faculties or other universities, to whom the completed subjects were recognized by the Dean or the Rector and who applies for the scholarship in writing.
- (5) A merit scholarship may be awarded to a student of a study program that is a follow-up to a bachelor study program also for study in the previous bachelor study program. In case of completing a previous study in a bachelor study program at another university, the student applies for a scholarship in writing.
- (6) A merit scholarship may be awarded to a student for a maximum period of ten months of the academic year in which the student is entitled to a scholarship, and this was granted to him / her by the Dean or the Rector. The merit scholarship is not awarded for July and August.
- (7) If a student prepares only a master's or bachelor's thesis in an academic year and passes the state final examination, he / she may be awarded a scholarship for a maximum period of five months of that academic year.
- (8) Merit scholarships may be awarded as a lump sum or as a monthly amount paid for a specified period of an academic year.
- (9) The dates for payment of merit scholarships are set by the Dean or the Rector.

- (10) The criterion for determining the amount of the merit scholarship is the weighted study average of the student determined according to the Study and Examination Rules for CTU students from the courses completed in the relevant period.
- (11) In a given semester or academic year, a student is entitled to a merit scholarship for outstanding academic achievement in the previous semester or academic year, if in the relevant section, i.e. in the semester (academic year) for which the scholarship is awarded,
- a) he/she obtained at least 30 credits (60 credits) from completed courses,
 - b) the number of graded courses in the semester or academic year was greater than or equal to 4 or 8, respectively,
 - c) the weighted study average for that semester or academic year was less than or equal to 1.50,
 - d) he/she studied in full-time or combined form of study and standard length of study according to Section 44 para. e) and para. 4 of the Act.
- (12) The Dean or the Rector determines the decisive section of study and, after the statement of the Academic Senate of the Faculty or the Academic Senate of the CTU, determines the amount of the merit scholarship.
- (13) Students, who are sent by CTU to study at another higher education institution, may be relieved by the Dean or by the Rector to reduce the criteria specified in Section 10, para. a) and b).
- (14) If a student has been paid a merit scholarship illegally, he / she is obliged to return the scholarship.

Article 4

Special-purpose scholarships

- (1) A special-purpose scholarship may be awarded to students, except in the cases specified in Article 8.
- (2) A special-purpose scholarship may be granted
- a) for outstanding scientific, research, development, innovative, artistic and other creative (hereafter "creative") results contributing to the deepening of knowledge (participation in a scientific project, scientific research in the workplace and other activities),
 - b) for very exceptional study results, for the completion of a study program with awarding that he / she has passed with distinction or praise or for shortening the period of study compared to the recommended,
 - c) as a social contribution,
 - d) to support the study of students abroad,
 - e) to support student studies in the Czech Republic,
 - f) in other cases of special consideration, in particular:
 - 1. for professional scientific publications in prestigious foreign journals,
 - 2. to support professional practice, student excursions, participation in competitions and other activities related to CTU activities,
 - 3. for successful representation of CTU and exemplary civic activities,
 - 4. for the CTU sports representation, for sports results and sports activities outside CTU, provided that the student studies in the standard period of study or exceeds it by a maximum of one year,
 - g) as an extraordinary prize; the conditions for granting it are set by the provider,
 - h) for accommodation of students,

- i) based on pre-published criteria to support students' creative work,
 - j) to students for excellent results achieved in the admission procedure.
- (3) Purpose scholarships are awarded by the Dean or Rector on the basis of a student's request or a proposal from the Rector, Dean, Vice-Rectors, Vice-Deans and Heads of Departments. Special-purpose scholarships may be awarded repeatedly.
- (4) Specialized scholarships may be awarded as a lump sum or as a monthly amount paid for a fixed period of the academic year.
- (5) Dates for the purpose scholarship payments are set by the Dean or the Rector.

Article 5 Social scholarships

- (1) Social scholarship according to Art. 2, para. 1 c) is granted to students who are entitled to a child benefit under Section 91, para. (3) of the Act, if the decisive family income determined for the purpose of the child benefit does not exceed the product of the minimum subsistence wage of the family and a coefficient of 1.5.
- (2) Social scholarships are awarded for the standard period of study for each full calendar month for which the student qualifies for social scholarships, except for July and August. The monthly amount of the scholarship corresponds to one quarter of the amount of the basic minimum wage rate per month, with the stipulated amount of the scholarship being rounded up to the whole ten crowns up.
- (3) The student is entitled to the scholarship by a written confirmation issued at his request by the state social support body of the Czech Republic, who admitted the allowance, that the family income determined for the child allowance for the third calendar quarter of the year did not exceed the product of the family's subsistence minimum and a coefficient of 1.5. The confirmation aimed for granting the scholarship is valid for 21 months from the end of the quarter for which the family income was collected. A student can only claim a scholarship once for a certain period of time.¹
- (4) Social scholarships shall be paid on the basis of the relevant Bursar's Directive in accordance with the rules of the Ministry of Education, Youth and Sports (hereinafter referred to as the "Ministry") for the provision of grants and subsidies to public higher education institutions.

Article 6 Doctoral Scholarships

- (1) Doctoral scholarships are awarded to students of doctoral degree programs. The doctoral scholarship has three parts:
- a) eligible monthly - regular monthly amount paid throughout the whole academic year,
 - b) not eligible - awarded for outstanding results in pedagogical and creative activities, participation in solving research projects or submitting a dissertation before the end of the standard period of study,

¹ CTU Scholarship Regulations registered by the MEYS on 1 September 2017 under ref. MSMT-21850/2017.

- c) eligible yearly – one-off amount paid with a scholarship for December.
- (2) The scholarship under para. 1 a) is awarded in the monthly amount determined by the Rector's Directive issued after discussion in the student committee of the CTU AS.
- (3) The scholarship under par. 1 c) shall be granted by the Dean or the Rector as a one-off payment for the month of December, provided that the average monthly amount of all the scholarships paid to a doctoral student pursuant to par. 1 a) and b) in the given year does not reach the minimum limit of CZK 12,000 per month of study in full-time form, in such an amount as to reach this limit.
- (4) The scholarship under par. 1 b) is granted by the Dean or by the Rector on the proposal of a supervisor, head of a department, institute or subject board as a lump sum or as a monthly amount paid for a specified period of the academic year.
- (5) If a student fails to fulfil his / her study obligations arising from the individual study plan, internal regulations of CTU or the Doctoral Study Regulations, the Dean or the Rector may reduce a scholarship according to paragraph 1 a) and c).
- (6) The scholarship under para. 1 a) and c) is paid only to full-time students and for a period of study that does not exceed the standard length of study; this period of study shall include all periods of previous unsuccessful studies in doctoral degree programs.

Article 7 Accommodation Scholarship

- (1) The accommodation scholarship is granted to students who, according to the data from the System of Collected Information of Student Registers kept by the Ministry (hereinafter referred to as "SIMS"), meet the conditions for granting it by the date of the relevant data collection to SIMS before the payment date. Details of the criteria for awarding accommodation scholarships are set by the Rector after discussion in the Academic Senate of CTU in relation to the conditions for using the contribution provided by the Ministry.
- (2) Accommodation scholarships shall be paid back quarterly on the basis of the relevant Bursar's Directive.

Article 8 Cases where the scholarship cannot be awarded

The scholarship cannot be awarded to the student

- a) for the period of interruption of study, when according to the law he/she is not a student,
- b) on failure to meet the condition of disciplinary integrity (with the exception of social or accommodation scholarship) in cases where the student was given a sanction of admonition or sanction of conditional expulsion from study.

Article 9 Scholarships from subsidy or contributions from the state budget

- (1) Funds intended for the payment of scholarships from a subsidy or from a contribution from the state budget shall be approved in frame of CTU budget by
 - a) The Academic Senate of the Faculty for students of study programs realized at faculties,
 - b) The Academic Senate of CTU for students of study programs realized at CTU.

- (2) Scholarships from subsidy or contributions from the state budget may be granted only in accordance with Section 91 of the Act.

Article 10 Scholarships
from other sources

- (1) In addition, scholarships may be covered by the sources referred to in Article 2 para. 2 b) to e).
- (2) The funds from the CTU Scholarship Fund and the profit from ancillary activities are intended to strengthen the funds for scholarships from a subsidy or from a contribution from the state budget pursuant to Art. 2, para. 2 a).
- (3) Funds from grants and projects may be awarded as special-purpose scholarships according to the provider's rules.
- (4) Pursuant to the donor's intentions, special-purpose donations may be transferred to the CTU Scholarship Fund or may be awarded as a special-purpose scholarship according to the donor's rules.

Article 11
Decisions on granting scholarships

- (1) The provisions of Section 68 of the Act and other internal regulations of CTU and faculties shall apply to decisions on granting scholarships within the framework of decisions on students' rights and obligations.
- (2) The decision on the scholarship grant application must be issued within 30 days from the date of receipt of the application.
- (3) The decision of the Dean or the Rector must be made in writing; it must contain, in particular, a statement of award stating the type and amount of the scholarship, source of financing, manner and dates of scholarship payment, aptly the conditions for using the special-purpose scholarship, the reasoning of the decision and the instruction on the possibility of appeal.
- (4) The decision is delivered to the student in accordance with Section 69a, para. 3 of the Act through the CTU electronic information system.
- (5) The student may appeal against the decision to the Rector. If the Dean has decided, the appeal is filed with the Rector through the Dean; the Dean in such a case (if he does not find the conditions for proceeding pursuant to Section 87 of the Code of Administrative Procedure²) shall forward the file to the Rector with his / her opinion within 30 days from the date of delivery of the appeal.
- (6) The appeal shall be filed in writing no later than 30 days from the date of its notification.
- (7) The appeal must have these particulars
- a) name, surname, date of birth,
 - b) the place of residence or, where appropriate, another postal delivery address,
 - c) name of the study program,
 - d) the name of the relevant faculty or university institute,
 - e) it shall contain an indication of the decision to which it is directed, the extent to which it is challenging it, and what is seen as a contradiction with the law or an inaccuracy of the decision or proceeding that preceded it,

² Act No. 500/2004 Sb., Code of Administrative Procedure.

f) signature of the acting person.

(8) The Rector's decision on appeal is final and is made in writing.

Article 12

Common, transitional and final provisions

- (1) The Scholarship Regulations of the Czech Technical University in Prague, registered by the Ministry on 4 April 2006 under ref. 10006/2006-30, as amended, is repealed.
- (2) The student is obliged to notify CTU of a change in the relevant facts for granting the scholarship in writing no later than 30 days from the date of the event.
- (3) Proceedings initiated before the date of entry into force of these Regulations shall be completed in accordance with the existing regulations; according to later regulations, it will only be completed if it is more favourable to the student.
- (4) These Regulations were approved pursuant to Section 9, Para. 1 b) point 3 of the Act by the CTU Academic Senate on 28 June 2017.
- (5) These Regulations come into force pursuant to Section 36, para. 4 of the Act on the day of registration by the Ministry.
- (6) These Regulations come into effect on 1 October 2017.

- (1) These amendments to the Scholarship Regulations of the Czech Technical University in Prague were approved pursuant to Section 9, (1), b) point 3 of the Act No. 111/1998 Sb., on Higher Education Institutions and on Amendments and Supplements to Other Acts (Higher Education Act), as amended (hereinafter referred to as the "Act") by the Academic Senate of the Czech Technical University in Prague on September 23, 2020.
- (2) These amendments to the Scholarship Regulations of the Czech Technical University in Prague come into force pursuant to Section 36, (4) of the Act on the day of registration by the Ministry of Education, Youth and Sports.
- (3) These amendments to the Scholarship Regulations of the Czech Technical University in Prague become effective on the day of registration by the Ministry of Youth, Education and Sports.

doc. RNDr. Vojtěch Petráček, CSc., m.p.
Rector