

*According to Section 36(1) of the Ministry of Education, Youth and Sports, the Ministry of Education, Youth and Sports registered a register of the following: 2 of Act No. 111/1998 Coll., on Higher Education Institutions and the Amendment and Amendment of Other Laws (Higher Education Act), on 16 March 2016 under No. MSMT-10767/2016 Scholarship Regulations of Jan Evangelista Purkyně University in Usti nad Labem.*

*The amendments to the Scholarship Regulations of Jan Evangelista Purkyně University in Usti nad Labem were registered by the Ministry of Education, Youth and Sports pursuant to § 36 paras. 2 and 5 of the Higher Education Act on 17 July 2017 under MSMT-19435/2017 and on 9 April 2018 under MSMT-8802/2018.*

## **II. FULL TEXT SCHOLARSHIP REGULATIONS JAN EVANGELISTA PURKYNĚ UNIVERSITY IN USTI NAD LABEM OF 9 APRIL 2018**

### **Art. 1**

#### **Basic provisions**

1. This Scholarship Regulation of Jan Evangelista Purkyně University in Usti nad Labem (hereinafter referred to as the "Scholarship Regulations") are governed by Section 91 of Act No. 111/1998 Coll., on Higher Education Institutions and the Amendment and Amendment of Other Laws, (Higher Education Act), as amended, (hereinafter referred to as the "Act").
2. This Scholarship Regulations apply to students studying in study programmes carried out by the faculty of Jan Evangelista Purkyně University in Usti nad Labem (hereinafter referred to as "UJEP") if the faculty does not follow the faculty scholarship rules, which is its internal regulation (Section 33(2)(f) of the Act).
3. According to these Scholarship Regulations, scholarships are awarded to students in a full-time form of study. According to these Scholarship Regulations, students in the combined form of study are awarded only extraordinary scholarships pursuant to Article 2(1) of the Basic Regulation. In this article, it is not the first time that the commission has the social scholarships referred to in Article 2 (1) and (b) of the Basic Regulation; In this article, it is not the first time that the commission has (e) and extraordinary scholarships awarded within the framework of the UJEP Student Grant Competition pursuant to Article 2(1) of the 2003 EDP. 2.
4. The students referred to in paragraph 2 may be awarded scholarships:
  - a) from a subsidy or contribution (Section 18(2) (a) and (c) of the Act);
  - b) from public support for research, experimental development and innovation. (b) of the Act) ('research support'),
  - c) from the Scholarship Fund (Section 18(6) (.c) of the Act),
  - d) from other sources (in particular Section 18(2) (e) to (h) of the Act).

### **Art. 2**

#### **Award of a scholarship**

1. A scholarship paid from a grant or contribution may be awarded to the student as: a) benefit scholarship (Section 91(2) (a) of the Act),
  - b) extraordinary scholarship (§ 91 art. 2.letter b) until e) and art. 4.law a) and b) Law), c) doctoral scholarship (§ 91 odst. 4 písm. c) zákona),
  - d) accommodation scholarship (§ 91 art. 2 law. e) law),
  - e) social scholarship (§ 91 art. 3 law).
2. A scholarship paid for by research support may be awarded to the student as an extraordinary scholarship provided under the UJEP Student Grant Competition (Section 91(2.c) of the Act).
3. Scholarships referred to in paragraphs 1 and 2 shall be decided by the Rector or the Dean in accordance with these Scholarship Regulations. 4. The Dean may award a benefit scholarship during the standard period of study based on:

- a) written applications from a student whose average academic grade in the previous academic year was not rated worse than 1.20 inclusive and who also earned at least 60 credit points in the previous academic year,
- b) written applications of a student who is studying in the first year of study in a Master's degree programme following a Bachelor's degree programme and who completed the previous Bachelor's degree programme with distinction.

A written application for a benefit scholarship is submitted by the student to the Dean through the Study Department of the Faculty (hereinafter referred to as the "Study Department"). The proposal for the amount of the benefit scholarship is submitted to the Dean in accordance with the resolution of the relevant scholarship committee by its chairman. The benefit scholarship is awarded by the dean's decision for one academic year and is paid quarterly.

5. The Dean may award an extraordinary scholarship during the standard period of study or, exceptionally, even after the end of the standard period of study based on:

- a) written request of the student, or on a proposal from the head of the department or studio, or on a proposal from the doctoral board,
- b) the Vice-Rector's Initiative for External Relations in the case of an extraordinary scholarship to support studies abroad awarded under a participation contract or a financing agreement concluded between the student and UJEP,
- c) on its initiative.

A written application for an extraordinary scholarship is submitted by the student to the Dean through the Study Department. The proposal for the amount of the extraordinary scholarship awarded by the Dean pursuant to the point (a) is submitted to the Dean in accordance with the resolution of the relevant scholarship committee by its Chairman, or in cases of special consideration worthy, the dean can decide on the amount of this scholarship even without a proposal from the scholarship committee. The amount of the extraordinary scholarship awarded by the Dean pursuant to point is determined by a participation contract or financial agreement concluded between the student and UJEP. The extraordinary scholarship referred to in this paragraph is awarded by the decision of the Dean and is usually granted on a one-off basis.

6. The Rector may award an extraordinary scholarship during the standard period of study, or quite exceptionally even after the end of the standard period of study in support of studies abroad, for a significant activity carried out in favour of UJEP, or in other special considerations worthy of cases. The extraordinary scholarship referred to in this paragraph shall be awarded by the decision of the Rector and shall be granted on a one-off basis.

7. The doctoral scholarship is awarded by the Dean's decision to students of full-time forms of study in doctoral study programmes for the standard length of study, paid retro back as a regular, monthly recurring amount.

8. The Dean grants the accommodation scholarship to students who meet the conditions for granting an accommodation scholarship on the basis of their application. The basis for granting the accommodation scholarship is data obtained from the Database Of Combined Information of Student Registries (hereinafter referred to as "SIMS") and from the information system of the study agenda (hereinafter referred to as "IS/STAG"). The dean's application for an accommodation scholarship is submitted by the student via IS/STAG or in writing through the Study Department. Details of application dates, dates of payment of accommodation scholarships, the content of the application and other related organisational matters are regulated by the Rector's Directive. The accommodation scholarship is awarded by the decision of the Dean. If the conditions for granting an accommodation scholarship are met, the Dean grants the accommodation scholarship to students from the first day of the scholarship period referred to in point in which the student submitted an application for an accommodation scholarship. Failure to comply with one of the conditions referred to in Article 3(1) of Regulation No 1260/1999 shall be the case. 7 and Art. 4, the student loses his/her entitlement to an accommodation scholarship. For the payment of the accommodation scholarship:

- a) For foreign students studying at UJEP as part of short-term scholarship programmes, especially of the European Union, the accommodation scholarship is paid in cash at the rector's office or to an account maintained in CZK, the number of which will be given by the student in IS/STAG. Accommodation scholarship for study in a calendar year is paid in two amounts. The date of payment of the first amount is within 30 days of the decision granting the accommodation scholarship, the date of payment of the second amount coincides with the first payout date for the scholarship period referred to in point (b), which follows the completion of studies in a calendar year.
- b) Other students are paid the accommodation scholarship retroa back for Q1, Q2, the period from 1 July to the end of the academic year and the period from the beginning of the academic year to 31 December (hereinafter referred to as the "scholarship period"). In such cases, the student is obliged to state in the IS/STAG the correct account number to which the scholarship is to be pointed and, if necessary, to make a change to the IS/STAG before the date of payment of the scholarship, otherwise it bears the consequences and costs incurred in connection with the violation of this

duties. If the student fails to pay the scholarship for the relevant scholarship period due to incorrect or incomplete data provided by the student cashlessly, this amount will be paid at the rector's office in cash.

- c) The student is obliged to take over the amounts of the accommodation scholarship by the end of the academic year in which their payment date was, otherwise his/her right to their payment will be forthcoming.
- d) The payment of the scholarship will be stopped if it is proved that the student has an unbalanced overdue obligation to

UJEP.

9. The Dean grants a social scholarship for the academic year to students who are entitled to child benefit under a special legal regulation<sup>1)</sup> if the decisive income in the family collected for the purposes of child benefit does not exceed the product of the amount of the family subsistence minimum and the coefficient of 1.5. For the granting of a social scholarship:
  - a) The student proves entitlement to a social scholarship by adding to the written application for a social scholarship submitted to the Dean, through the Study Department, a written confirmation issued by the state social support authority that the family income collected for the purpose of granting child benefit for the third calendar quarter of the year did not exceed the product of the subsistence minimum and the coefficient of 1.5. This confirmation is valid for the purpose of granting a social scholarship for a period of 21 months from the end of the quarter for which the family income was assuaged. Details of application dates, dates of payment of scholarships, content of the application and other related organisational matters are regulated by the Rector's Directive.
  - b) The social scholarship is awarded by the decision of the Dean. The student is entitled to a social scholarship for the standard period of study for each full calendar month during which he/she meets the conditions for granting a social scholarship, with the exception of the months of August and September. A student can apply for a scholarship only once for a certain period of time, in the case of concurrently studied study programmes in the study programme in which he/she was previously enrolled. The social scholarship is paid cashlessly and retroa back for Q1, Q2, July and Q4.
10. Students studying in doctoral or master's degree programmes may also be awarded an extraordinary scholarship by the Dean as part of the UJEP Student Grant Competition. The extraordinary scholarship referred to in this paragraph is awarded by the decision of the Dean and is usually granted on a one-off basis. Other formalities related to the award of this scholarship are regulated by the Rector's Directive.
11. The student is obliged to provide truthful information in the application for the grant and to notify the relevant study department of all facts that affect the granting or payment of the scholarship no later than 8 days after such fact has occurred. Violation of any of these obligations may be considered a disciplinary offence within the meaning of Section 64 of the Act.
12. The scholarship, which was paid out unduly, is obliged to return the student. The date, method and procedure of return will determine the dean's decision to the student.

### **Art. 3 Scholarship funds**

1. The annual amount of funding for scholarships awarded by the Dean in addition to funds for accommodation scholarships, social scholarships, extraordinary scholarships to support studies abroad awarded under a participation contract or a financial agreement concluded between the student and UJEP, and extraordinary scholarships provided within the framework of the UJEP Student Grant Competition, will be distributed by the relevant scholarship committee between benefit, extraordinary and doctoral scholarships.
2. A benefit scholarship awarded pursuant to Section 91(1) of the 1990 Act of Accession shall be awarded in accordance with the procedure laid down in Article 13. In this article, it is not the first time that the commission has (a) the act may not exceed three times the base established pursuant to Section 58(1) of the Act on a quarterly basis. It is not possible to provide for the provisions of Article 2 of the Act ('the Basis').
3. An extraordinary scholarship awarded pursuant to § 91 paras. In this article, it is not the first time that the commission has (b) and (e) the law may not exceed 10 times the basis.
4. An extraordinary scholarship awarded pursuant to § 91 paras. In this article, it is not the first time that the commission has (d) the act may not exceed four times the subsistence minimum of the individual laid down in the general rules on subsistence minimums.

<sup>1)</sup> § 17 of Act No. 117/1995 Coll., on State Social Support, as amended.

5. An extraordinary scholarship awarded pursuant to § 91 paras. In the same way, it is not the first time that the commission a) on the basis of a participation agreement or a financial agreement concluded between the student and UJEP, it is paid in the amount stipulated by this participation agreement or financial agreement (Article 2(5) and in accordance with the Rector's Directive.
6. The doctoral scholarship is awarded to the student by the Dean in the amount calculated by the Ministry of Education, Youth and Sports (hereinafter referred to as the "Ministry of Education, Youth and Sports") per student.
7. The amount of the accommodation scholarship is obtained by calculation.  
The calculation unit for student scholarships is the calendar day on which the student fulfilled the conditions for granting

an accommodation scholarship. The amount of the accommodation scholarship for one calendar day and one student will be obtained as a share of the amount attributable to the relevant scholarship period and the number of calendar days awarded to all students in the relevant period. The student receives an accommodation scholarship for the scholarship period in the amount corresponding to the products of the accommodation scholarship for one calendar day (daily benefit of the accommodation scholarship) and the number of admitted calendar days in which he fulfilled all the conditions for granting the accommodation scholarship. For multiple studies during the academic year, the daily benefit of the accommodation scholarship is counted for one student no more than once per calendar day. If the number of calendar days in which the student fulfilled all the conditions for granting an accommodation scholarship in the relevant scholarship period is less than 11, he/she is not entitled to an accommodation scholarship for that period.

8. The amount of the social scholarship is set out in § 91 paras. 3 of the law.
9. The scholarships referred to in Article 2 shall be awarded in accordance with the procedure laid down in Article 13. In this article, it is not the first time that the commission has (a) to (c) may also be partially or wholly covered by the Scholarship Fund or from other sources.

#### **Art. 4**

##### **Conditions for granting an accommodation scholarship**

A student who:

- a) is a student of UJEP in a Bachelor's, Master or Doctoral degree programme in full-time form of study,
  - b) is not obliged to pay tuition fees pursuant to § 58 paras. 3 of the law. A student whose fees have been reduced, missed or deferred their due date pursuant to § 58 paras. 7 of the Act, is not entitled to an accommodation scholarship. In the case of concurrently studied study programmes in full-time form of study, he/she is entitled to an accommodation scholarship only once, in the study programme in which he was previously enrolled,
- has no permanent residence in the district of Usti nad Labem or his place of permanent residence is not in any of the municipalities or towns listed in Annex 1, if his/her place of study is Usti nad Labem;
- d) apply for an accommodation scholarship in accordance with the rules and schedule set out in the Rector's Directive;
  - e) is not a student studying under intergovernmental agreements and foreign development assistance (government scholarship holders) and
  - f) is not a student studying under the AKTION and CEEPUS programme.

#### **Art. 5**

##### **Faculty Scholarship Committee**

1. The Dean shall appoint a scholarship committee.
2. The Scholarship Committee shall consist of the Chairperson, the Representative of the Study Department and at least three other members of the relevant UJEP academic community, with UJEP students on the Scholarship Committee one more than UJEP employees.
3. A resolution of the Scholarship Commission shall be adopted if an above-half majority of the members present vote in favour of it.
4. In duly justified cases, the Scholarship Commission may act by e-mail vote ('per rollam'). The motion for a per rollam resolution must be sent to the e-mail addresses of all members of the scholarship committee. A per rollam resolution is adopted if an over-half majority of all members of the scholarship committee vote in favour of the proposal.
5. Administrative matters related to the meeting of the Scholarship Committee shall be provided by the Study Department.

#### **4**

*Internal regulations of Jan Evangelista Purkyně University in Usti nad Labem*

#### **Art. 5a**

##### **Service of documents, the appeal procedure**

1. The service of documents to students shall be governed by Art. 24 of the UJEP Statute.
2. In the case of the award of a scholarship, Act No. 500/2004 Coll., administrative regulations, as amended, applies to proceedings for appeals against a decision of the Rector or the Dean in the case of awarding a scholarship.

#### **Art. 6**

##### **Final provisions**

1. The Scholarship Regulations of the UJEP registered by the Ministry of The Milk and Sports on 17 December 2007 under No. 28 895/2007-30, as amended, are hereby repealed.
2. These Scholarship Regulations have been approved in accordance with Section 9(1) of the Basic Regulation. In this article, it is not the first time that the commission has b) act by the Academic Senate of the UJEP on 24 February 2016.
3. These Scholarship Regulations shall be in force in accordance with Section 36(1) of the Basic Regulation. 4 act on the date of registration of the Ministry of Health, 4. These Scholarship Regulations shall take effect on the date of registration of Energy,

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Amendments to these Scholarship Regulations have been approved pursuant to Section 9(1) of the Basic Regulation. In this article, it is not the first time that the commission has b) point 3 of the Act by the Academic Senate of the UJEP on 28 June 2017 (Amendment 1) and on 28 March 2018 (Amendment 2).

Amendments to these Scholarship Regulations shall take effect in accordance with § 36 para. 4 act on the date of registration of the Ministry of Health,

Amendments 1 to these Scholarship Regulations take effect on 1 September 2017 and amendments 2 take effect on the date of registration.

doc. RNDr. Martin Balej, Ph.D., v. r.  
rector

### **List of municipalities and towns**

**(if the student has his permanent residence in the district of Usti nad Labem or resides in the city or municipality listed here and his/her place of study is Usti nad Labem is not entitled to an accommodation scholarship)**

<b>Municipalit</b>	<b>Municipalities and towns from the</b>	<b>Municipalitie</b>	<b>Municipalit</b>	<b>Municipalities</b>
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<b>ies and towns from the district of Decin</b>	<b>district of Litoměřice</b>		<b>s and towns from the district of Mělník</b>	<b>ies and towns from the Most district</b>	<b>and towns from the district of Teplice</b>
Arnoltice Benešov nad Ploučnicí Bynovec Česká Kamenice Děčín Dobkovice Dobrná Františkov nad Ploučnicí Heřmanov Horní Habartice Hřensko Huntířov Janov Janská Jílové Kámen Labská Stráň Ludvíkovice Malá Veleň Malšovice Markvartice Merboltice Růžová Srbská Kamenice Starý Šachov Těchlovice Valkeřice Veselé	Bechlín Bohušovice nad Ohří Brňany Brozany nad Ohří Brzánky Budyně nad Ohří Býčkovice Černěves Černiv Čížkovice Děčany Dlažkovice Dobříň Doksany Dolánky nad Ohří Drahobuz Dušníky Hlinná Horní Beřkovice Horní Řepčice Hoštka Hrobce Chodouny Chodovlice Chotěšov Chotiměř Chotíněves Chudoslavice Jenčice Kamýk Keblice Klapý Klenceč Krabčice Křešice Kyškovice Levín Lhotka nad Labem Liběšice Libkovice pod Řípem Libochovany Libochovice Libotenice Litoměřice Lkáň Lovečkovice Lovosice	Lukavec Malé Žernoseky Malič Michalovice Miřejovice Mlékojedy Nové Dvory Oleško Píšťany Ploskovice Podsedice Polepy Prackovice nad Labem Přestavky Račice Račiněves Radovesice Rochov Roudnice nad Labem Sedlec Sirejovice Slatina Snědovice Staňkovice Sulejovice Štětí Terezín Travčice Trnovany Třebenice Třebívlice Třebušín Úpohlavy Úštěk Vědomice Velemín Velké Žernoseky Vchynice Vlastislav Vrbice Vrbičany Vrutice Záluží Žabovřesky nad Ohří Žalhostice Židovice Žitenice	Cítov Dolní Beřkovice Horní Počaply Kralupy nad Vltavou Liběchov Velký Újezd	Litvínov Lom Louka u Litvínova Most Želenice	Bílina Bořislav Bystřany Bžany Dubí Duchcov Háj u Duchcova Hostomice Hrob Hrobčice Jeníkov Kladruby Kostomlaty pod Milešovkou Košťany Krupka Lahošť Ledvice Mikulov Modlany Novosedlice Ohnič Osek Proboštov Rtyně nad Bílinou Srbice Světec Teplice Újezdeček Zabrušany Žalany Žim