

Scholarship Regulations

Internal Regulations of the University of Pardubice

On 6 March 2006, the Scholarship Regulations of the University of Pardubice under file No. 5792/2006-30 pursuant to s. 36(2) of Act No. 111/1998 Coll. (Collection of Laws), on universities and on amendment and modification to some other laws (Act on Universities) was registered by the Ministry of Education, Youth and Sports.

The modifications and amendments to the Scholarship Regulations of the University of Pardubice were registered by the Ministry of Education, Youth and Sports pursuant to s.36(2) and s. 36(5) of the Act on Universities under file No. 24 206/2006-30 on 23 October 2006, under file No. 23 669/2007-30 on 9 October 2007, under file No. 29 372/2007-30 on 28 December 2007, under file No. 21 292/2008-30 on 21 October 2008, under file No. 26 034/2009-30 on 27 November 2009, under file No. 33 642/2010-30 on 13 December 2010, under file No. 4 332/2012-30 on 6 February 2012, under file No. 23178/2014 on 27 June 2014 a under file No.36318/2016 on 23 November 2016.

I. Consolidation Version of the SCHOLARSHIP REGULATIONS of the University of Pardubice dated 27 June 2014

Article 1 Introductory Provisions

The Scholarship Regulations of the University of Pardubice (hereinafter referred to as the "Scholarship Regulations") have been issued in accordance with Act No. 111/1998 Coll., on universities and on amendment and modification to some other laws (Act on Universities), as amended by later regulations (hereinafter referred to as the "Act") and shall be applicable to any and all faculties and university institutions within the University of Pardubice (hereinafter referred to as the "University").

Article 2 Financial Sources and Their Use

- (1) Financial sources to award scholarships shall include:
- a) University scholarship fund,
 - b) subsidies or contributions provided by the Ministry of Education, Youth and Sports (hereinafter referred to as the "Ministry"),
 - c) other allocated or obtained financial funds, the composition of which enables scholarships to be paid out.

Article 3 Types of Scholarship

Students of the university may be awarded the following types of scholarships:

- a) a scholarship for excellent study results pursuant to Section 91 (2) letter a),
- b) a scholarship for excellent development, research and innovation, artistic or other creative results pursuant to Section 91 (2) letter b) of the Act,
- c) a scholarship in support of research, development and innovation activity under special regulations¹ pursuant to Section 91 (2) letter c) of the Act,
- d) a scholarship in an extremely difficult social situation pursuant to Section 91 (2) letter d) of the Act,
- e) a social scholarship pursuant to Section 91 (3) of the Act,

¹ Act No. 130/2002 Coll., On Research and Development Support from Public Funds and on the Amendment to Some Related Acts (Act on Research and Development Support), as subsequently amended."

- f) an accommodation scholarship pursuant to Section 91 (2) letter e) of the Act,
- g) an extraordinary scholarship in cases requiring special consideration pursuant to Section 91 (2) letter e) of the Act,
- h) a scholarship in support of study abroad pursuant to Section 91 (4) letter a) of the Act,
- i) a scholarship in support of study in the Czech Republic pursuant to Section 91 (4) letter b) of the Act,
- j) a scholarship awarded to students enrolled in a full-time doctoral study programme pursuant to Section 91 (4) letter c) of the Act,
- k) a scholarship pursuant to Section 91 (6) of the Act specified by the ministry with regard to obligations arising from international treaties.

Article 4

Scholarships for Excellent Study Results

- (1) The scholarship for excellent study results may be awarded to a person on the basis of:
 - a) the study results of students within a so-called "decisive period" (hereinafter referred to as the "scholarship for study results"). The decisive period shall be the academic year which immediately precedes the academic year for which the scholarship for study results is awarded. In the case of students of the first year of a follow-up postgraduate study programme, the decisive period shall be the last academic year of the study in the undergraduate study programme after which the study in the postgraduate study programme immediately follows.
 - b) the proposal of the Rector or a Dean for extraordinary study results.
- (2) The scholarship for study results may be awarded to a student who, at the same time, fulfils the following requirements:
 - a) studies and studied an undergraduate or postgraduate full-time study programme in the decisive period,
 - b) studies for the standard length of the study,
 - c) the study was not interrupted during the decisive period,
 - d) has all registered courses completed within the decisive period,
 - e) received at least 55 credits for study during the decisive period pursuant to Article 5 (4) letter a) of the Study and Examination Regulations of the University of Pardubice,
 - f) the weighted average grade of all classified courses in the decisive period is lower than 2.00.
- (3) The scholarship for study results may be awarded in three degrees:
 - a) for the weighted average grade 1.00 to 1.20,
 - b) for the weighted average grade 1.21 to 1.50,
 - c) for the weighted average grade 1.51 to 1.99.
- (4) The scholarship for study results may only be awarded to a limited number of students. The number of students to be awarded the scholarship for study results shall be determined each academic year by the Rector, in a percentage from the total number of students enrolled in full-time undergraduate and postgraduate study programs as of October 31, uniformly for all the University. The number of students entitled to the scholarship for study results at individual faculties shall be determined by a defined percentage from the students enrolled in full-time undergraduate and postgraduate study programmes as of October 31, individually at each faculty. The order of students shall be determined in ascending order according to the achieved weighted average grade in the decisive period, separately for students of undergraduate study programmes and for students of postgraduate study programmes. Provided that the number of students who achieved an identical weighted average grade exceeds the defined percentage, the scholarship for study results shall be awarded to all students with an identical weighted average grade.
- (5) The scholarship for study results shall be awarded for a scholarship period which corresponds to the academic year and is paid in regular monthly payments.
- (6) Should a student fulfil the conditions for being awarded a scholarship pursuant to paragraph (1) letter a) in multiple study programmes studied at one faculty, the student shall be awarded a scholarship for excellent study results only once in the given academic year.

Article 5 Accommodation Scholarship

- (1) The accommodation scholarship may be awarded to a student who:
 - a) is a student of a bachelor, master or doctoral study programme in the full-time form of study,
 - b) studies in the first study programme or in a related follow-up study programme, or has transferred from one study programme to another and his/her previous study has been acknowledged; in the event of study programmes studied parallelly, the scholarship shall be awarded only once at most, i.e. in the study programme which was the first he/she was enrolled in; for the determination of the first study programme, the study that was in any school year enrolled in and terminated in the period from 1 May to 30 October shall not be taken into consideration,
 - c) has not exceeded the standard study period in any of the study programmes studied in parallel,
 - d) has not the permanent residence in the district of Pardubice or in any municipality listed in Annex No. 1.
- (2) An accommodation scholarship must not be awarded to a student who is a student at the university within a short-term study exchange programme.
- (3) If the student is enrolled in a study programme or in a field of study taught permanently at a University workplace relocated out of the district of Pardubice, the provisions of paragraph 1d) on condition of which the accommodation scholarship may be awarded shall apply to the district of the University relocation and to the municipalities listed in Annex No. 1.
- (4) The accommodation scholarship shall be awarded to students on the basis of the data found out from the Comprehensive Information in Students' Registers (CISR) or from the study agenda information system. (IS/STAG).
- (5) An accommodation scholarship shall be awarded for a scholarship period which corresponds to the academic year and is paid in regular monthly payments.

Article 6 Social Scholarship

- (1) The social scholarship may also be awarded to students entitled to receive child benefits pursuant to a special legal regulation², under the conditions and in the amount stipulated in s. 91(3) of the Act.
- (2) The student shall prove his/her right to receive the social scholarship by filing an application for the social scholarship with the study department within the faculty. The application shall be accompanied with a written certificate issued by a social support authority that has approved the benefit as well as with a declaration on the word of honour saying that the student has not lodged the claim to receive the social scholarship to any other university.
- (3) The certificate for the purpose of awarding the social scholarship pursuant to Article 3, paragraph 1, letter e) shall be valid for the period of 21 months after the end of the year for which the family income was found out. After the certificate validity period expires, the student shall file a new application.
- (4) The social scholarship shall be awarded for the standard study period of the study programme currently studied, i.e. for the ten-month period of the academic year, in the course of which the student complies with the conditions for awarding the social scholarship; the scholarship shall not be awarded for the months of July and August. A social scholarship shall be paid in regular monthly payments.

Article 7 Decision making, scholarship amount and payment

- (1) The decision to award a scholarship to a person shall be made by the Rector or a Dean on the basis of a proposal of a student or suggestion of a responsible person. The details of the proposal of a student or suggestion of a responsible person and rules for scholarship awarding for individual scholarship types are defined in a University directive.
- (2) Section 68 of the Act applies to decisions rendered in respect of the granting of scholarships. Decisions may be delivered to students via the electronic information system of the University.
- (3) In order to determine the scholarship amount to pay, the Rector or a Dean shall consider the financial resources and capabilities of the University, the amount and purpose of the provided and disposable resources, as well as the number of students fulfilling the conditions for being awarded individual types of

² S.17(2a) of Act No. 117/1995 Coll., on the state social security benefits, as amended by Act No. 242/1997 Coll.

scholarships according to these Scholarship Regulations. If together with the allotted financial resources, the scholarship amount awarded to students is defined by the provider, the amount of the awarded scholarship shall be governed by this decision.

(4) The amount of the scholarship for excellent study results for individual degrees set in Article 4 (3), and the percentage of students who can be awarded the scholarship shall be determined by the Rector before the start of the exam period of the winter semester of the decisive period.

(5) The amount of accommodation scholarship shall be determined by the Rector with respect to the contribution that the University receives from the Ministry and with respect to the number of students who are entitled to and awarded the accommodation scholarship.

(6) The maximum amount of a scholarship paid to individual students of doctoral study programmes for one academic year using the financial resources according to Article 2 shall be 1.5 times the annual wage rate of working activities included in the 3rd wage rate class, which is specified in the Appendix no. 2 of the Internal Wage Regulations of the University.

(7) The maximum amount of a scholarship according to paragraph 6 for students of doctoral study programmes does not include the scholarships paid according to Article 3, paragraph 1, letters d), e), h), i), and k).

(8) The scholarship may be paid:

- a) once at a time,
- b) in regular monthly payments.

(9) Should a student awarded a scholarship which is paid regularly on a monthly basis commence his or her study in the course of a scholarship period, he or she is entitled to receive scholarship payments beginning the month when he or she became a student at the University. Should a student terminate or interrupt his or her study in the course of a scholarship period, he or she is entitled to receive scholarship payments until the month preceding the month in which he or she ceased to be a student.

(10) Scholarship payments are made by transfer. To receive scholarship payments by bank transfer, a student is obliged to indicate a valid domestic bank account via the web interface of the IS STAG information system. If a student does not indicate the bank connection via IS STAG, or indicates an invalid bank connection, it shall be considered as an obstacle to the payment of a scholarship and the scholarship shall not be paid, with an exception of a social scholarship pursuant to Article 6.

(11) An exception to scholarship payments being paid by bank transfer shall apply to foreign students who come to study at the University within short-term study exchange programmes. These students shall receive their scholarship payments in cash in the university cash office.

(12) The details about the process of awarding and paying scholarships are defined in the respective University directive.

Article 7a Common Provisions

(1) A scholarship shall only be paid in Czech crowns.

(2) As a rule, a scholarship paid in regular payments shall be paid to a student for the preceding month. In justified cases, the payment of a scholarship can be made retroactively.

(3) A student is obliged to provide true information in the scholarship application.

(4) Should enforcement proceedings according to Act no. 99/1963 Sb., Civil Procedure Code, as amended, be conducted against a student by way of a garnishee of wages and/or other income, scholarships included, or if in this way enforcement-related proceedings are conducted against the student according to Act no. 120/2001 Sb., regulating licensed enforcement agents and enforcement activities ("Enforcement Rules Act") and changing and amending other laws, as amended, the student is obliged to report this. By analogy, the student is also obliged to report cases when insolvency proceedings according to Act no. 182/2006 Sb., governing insolvency and ways how to deal with it ("Insolvency Act"), as amended, are conducted against him/her. Where payment of scholarships is concerned, should the student fail to do so, it is presumed that no enforcement proceedings by way of a garnishee of wages and/or other income, enforcement-related proceedings or insolvency proceedings are being conducted against him/her.

(5) Students must inform the Department of Studies of the faculty they are a student of about any and all circumstances relevant for the payment of scholarships and about any changes to such circumstances without any unnecessary delay within 15 days as of the date such circumstances arose.

(6) A scholarship paid on the basis of incorrectly provided information by a student must be paid back to the University by the student as financial means received without justification, including the related costs.

(7) A scholarship paid to a student who was not entitled to receive a scholarship must be paid back in full to the University by the student without delay.

Article 8 Final Provisions

- (1) The Scholarship Rules of the University of Pardubice, registered with the Ministry on March 6, 2006 under Ref. No. 5792/2006-30, as subsequently amended, are maid void.
- (2) These Scholarship Rules have been approved in accordance with Section 9 (1b) of the Act by the Academic Senate of the University on May 21, 2013.
- (3) These Scholarship Regulations enter into force in accordance with Section 36 (4) of the Act on the day of registration with the Ministry of Education, Youth and Sports.
- (4) These Scholarship Regulations take effect on the first day of the academic year 2013/2014.

These amendments to the Scholarship Regulations of the University of Pardubice have been approved in accordance with Section 9 (1b) of the Act No. 111/1998 Coll., on Universities and on Modifications and Amendments to Other Acts (the Act on Universities), as subsequently amended, by the Academic Senate of the University of Pardubice on May 27, 2014.

These amendments to the Scholarship Regulations of the University of Pardubice enter into force in accordance with Section 36 (4) of the Act on Universities, on the day of registration with the Ministry of Education, Youth and Sports.

These amendments to the Scholarship Regulations of the University of Pardubice (Amendments No. 1) come into force on September 19, 2014.

These amendments to the Scholarship Regulations of the University of Pardubice (Amendments No. 2) come into force on November 23, 2016.

prof. Ing. Miroslav Ludwig, CSc.,
Rector

Annex No. 1 to the Scholarship Rules of the University

**List of municipalities
located out of the district of relocation of the University or its parts,
in the event of which the student may not be awarded the accommodation scholarship
if he/she has his/her permanent residence in these municipalities**

Relocation of the University or its parts		
PARDUBICE district of Pardubice	ČESKÁ TŘEBOVÁ district of Ústí nad Orlicí	LITOMYŠL district of Svitavy
Bořice	Hradec n. Svitavou	Česká Třebová
Bylany	Kunčina	České Heřmanice
Dobříkov u Chocně	Litomyšl	Džbánov
Dřevnice	Mladějov na Moravě	Hrušová
Heřmanův Městec	Moravská Třebová	Choceň
Hradec Králové	Opatov	Němčice
Hrochův Týnec	Opatovec	Nové Hrady
Choceň	Svitavy	Proseč
Chrudim		Semanín
Klešice		Slatina
Kolín		Sloupnice
Medlešice		Tisová
Praskačka		Vičkov
Presy/Chrudim		Vysoké Mýto
Předměřice n.Labem		
Rozhovice		
Slatiňany		
Sruby		
Starý Kolín		
Třebřichy		
Tuněchody		
Týnec n. Labem		
Úhřetice		
Vejvanovice		
Záboří n. Labem		