

**SCHOLARSHIP REGULATIONS**  
**OF THE UNIVERSITY OF SOUTH BOHEMIA**  
**IN ČESKÉ BUDĚJOVICE**  
**of 23<sup>rd</sup> November 2015**

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*On 23<sup>rd</sup> November 2015, the Ministry of Education, Youth and Sports registered under the Ref. No. MSMT-44303/2015 Amendments to the Scholarship Regulations of the University of South Bohemia in České Budějovice in compliance with s. 36(2,5) of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Some Other Acts (Higher Education Act).*

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*Mgr. Karolína Gondková*  
*Head of the Higher Education Institutions Department*

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## **Scholarship Regulations of the University of South Bohemia in České Budějovice of 23<sup>rd</sup> November 2015**

### **Article 1**

#### **Preliminary Provisions**

(1) These Scholarship Regulations of the University of South Bohemia in České Budějovice (hereinafter referred to as the "Scholarship Regulations") apply to all students of the University of South Bohemia in České Budějovice (hereinafter referred to as the "JU") enrolled in full-time studies, with the exception of a need-based scholarship in compliance with s. 91(3) of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Some Other Acts (Higher Education Act), as amended (hereinafter referred to as the "Act"), an extraordinary scholarship and a mobility-supporting scholarship, which are intended for students in all forms of study; as well as premium and compensatory scholarships, which are intended for students of the combined forms of study in the master's and doctoral degree programmes as well."

(2) Provided that a higher education institution has been established at the JU under s. 22(1)(b) and s. 34 of the Higher Education Act, which takes part in effecting the degree programme accredited by the JU, the term Faculty shall mean the higher education institution. The Rector shall decide on awarding scholarships to the students enrolled in a degree programme implemented by the JU and the higher education institution.

(3) As far as the scholarships of students in degree programmes effectuated by the individual Faculties are concerned, the details on the scholarships may be stipulated by the Dean's provision, whilst regarding the scholarships of students in degree programmes effectuated by the JU and the higher education institution the details on the scholarships may be stipulated by the Rector's provision. The Dean's provision as well as the Rector's provision must be consistent with these Scholarship Regulations.

### **Article 2**

(1) The scholarships are disbursed from the JU Scholarship Fund, which in terms of the creation and use is divided into parts administered by the Faculties, from selective grants provided by the state budget, from specific-purpose funds of the state funds, from the budgets of regions and municipalities and from abroad, from the specific-purpose or institutional support for the research, experimental development and innovations from public funds, and finally from the contributions from the state budget provided to the JU under s. 18(2)(a) of the Act.

(2) Besides the scholarships pursuant to these Scholarship Regulations, the JU student may be awarded a scholarship by the Ministry of Education, Youth and Sports (hereinafter referred to as the "Ministry") in accordance with the programmes specified by the Ministry.

**Article 3**  
**Awarding Scholarships**

(1) Awarding scholarships to the JU students is governed by s. 91 of the Act.

(2) The JU students enrolled in the Bachelor's or Master's degree programmes can be awarded the following scholarships:

- a) a merit-based scholarship pursuant to s. 91(2)(a) of the Act,
- b) a premium scholarship pursuant to s. 91(2)(b) of the Act,
- c) a premium scholarship pursuant to s. 91(2)(c) of the Act,
- d) an extraordinary scholarship pursuant to s. 91(2)(e) of the Act,
- e) a mobility-supporting scholarship pursuant to s. 91(4)(a, b) of the Act,
- f) a compensatory scholarship pursuant to s. 91(2)(e) of the Act, in order to compensate the student's costs of completing the compulsory practice effectuated away from the seat of the JU's part the student is enrolled in,
- g) a compensatory scholarship pursuant to s. 91(2)(c) of the Act, in order to compensate the student's costs arisen from activities carried out away from the seat of the JU, when dealing with projects funded by the JU Science Foundation and Science Foundations of the JU's parts,
- h) an accommodation scholarship pursuant to s. 91(2)(e) of the Act,
- i) a need-based scholarship pursuant to s. 91(3) of the Act,
- j) a need-based scholarship pursuant to s. 91(2)(d) of the Act.

(3) The JU students enrolled in the doctoral degree programmes can be awarded the following scholarships:

- a) a premium scholarship pursuant to s. 91(2)(b) of the Act,
- c) a premium scholarship pursuant to s. 91(2)(c) of the Act,
- d) an extraordinary scholarship pursuant to s. 91(2)(e) of the Act,
- e) a mobility-supporting scholarship pursuant to s. 91(4)(a, b) of the Act,
- f) a compensatory scholarship pursuant to s. 91(2)(c, e) of the Act, in order to compensate the student's costs of completing the compulsory practice effectuated away from the seat of the JU's part the student is enrolled in,
- g) a compensatory scholarship pursuant to s. 91(2)(c) of the Act, in order to compensate the student's costs arisen from activities carried out away from the seat of the JU, when dealing with projects funded by the JU Science Foundation and Science Foundations of the JU's parts,
- h) an accommodation scholarship pursuant to s. 91(2)(e) of the Act,
- i) a need-based scholarship pursuant to s. 91(3) of the Act,
- j) a basic scholarship pursuant to s. 91(4)(c) of the Act.

(4) The student is obliged to request a scholarship, with the exception of basic, merit-based and premium scholarships, to the Dean of the Faculty he/she is enrolled in. The Dean can award an extraordinary scholarship upon his/her own decision even without the student's request. The form of an accommodation and a need-based scholarship, their requisites and dates of submission shall be determined by the Rector's provision.

(5) The Dean decides on awarding a scholarship. The student is entitled to the awarded scholarship and the amount of the awarded scholarship cannot be decreased during the validity of the Dean's decision, unless the reasons for awarding the scholarship have changed. The student is required to inform the Dean of any changes in the data that were the grounds for his/her scholarship request.

(6) The terms of awarding a merit-based scholarship shall be specified by the Dean's provision always at the beginning of the academic year. This provision shall be made public on the official notice board of the Faculty. Only the students who met the subject requirements in a total of at least 60 credits in the previous academic year and accomplished the weighted average of no more than 1.60 can be awarded the aforementioned scholarship.

(7) Should the Faculty determine more detailed terms of awarding merit-based scholarships than the ones indicated in Article 3(6), the Dean shall make these terms public by means of his/her provision after their consideration and approval by the Academic Senate of the Faculty.

(8) The maximum amount of a monthly merit-based scholarship shall be 50 % of the base calculated in accord with s. 58(2) of the Act (hereinafter referred to as the "base").

(9) The scholarships may be awarded only for such a period and in such volume that their disbursement is guaranteed by the volume and prescribed structure of funds available by the Faculty for disbursing scholarships. The scholarships are awarded for a maximum period of one academic year or as a one-off scholarship.

(10) The JU students enrolled in the Bachelor's or Master's degree programmes can be awarded scholarships only for the standard length of study. The JU students enrolled in the doctoral degree programmes can be awarded scholarships for the standard length of study increased by one year with the exception of accommodation and need-based scholarships, which can be awarded only for the standard length of study. The premium scholarships pursuant to s. 91(2)(b) of the Act (Article 3(2)(b)) and the extraordinary scholarships pursuant to s. 91(2)(e) of the Act (Article 3(2)(d)) represent an exception, since the Dean may award them to the students enrolled in the Bachelor's, Master's and doctoral degree programmes regardless of the length of their studies.

(11) Awarding one scholarship does not contradict a possibility of being awarded other scholarships mentioned on Paragraphs 2 and 3.

#### **Article 4 Accommodation Scholarship**

(1) The student is entitled to the accommodation scholarship for the relevant scholarship period if he/she concurrently meets all the following conditions during this period:

a) he/she is a full-time student of the Bachelor's, Master's or doctoral degree programme accredited at the JU and his study has not been suspended,

b) he/she has not yet obtained a university diploma in the degree programme in question (Bachelor's, Master's or doctoral),

c) he/she has not exceeded the standard length of study, not even in any concurrently enrolled study programmes. This length of study in the degree programme in question shall further include the entire length of study in degree programmes abortively terminated after 1<sup>st</sup> January 1999, whereas the

length of all concurrently studied degree programmes shall be included only once. In the case of properly completed studies, the lengths of previous unsuccessfully completed studies before obtaining the university diploma in a properly completed study in the degree programme shall not be included in the length of another follow-up study. Similarly, exceeding the standard lengths of study preceding the proper completion of studies in the degree programme and obtaining a university diploma shall not be included, either,

d) he/she is not the student of a degree programme effected in a foreign language, who funds his/her study costs fully from own resources,

e) his/her domicile is not in the same district as the place of his/her study is.

(2) Students meeting all the terms specified in Paragraph 1(a-d) are entitled to the accommodation scholarship even during their studies at a foreign higher education institution carried out during their studies at the JU within the Erasmus+ programme or within bilateral agreements entered into by the JU and the higher education institution. A student of a foreign higher education institution who is concurrently a JU student is entitled to the accommodation scholarship during his/her studies at the JU carried out within the Erasmus+ programme or within bilateral agreements entered into by the JU and the higher education institution.

(3) Students awarded a scholarship for supporting the studies of foreigners pursuant to s. 91(4)(b) of the Act are not entitled to the accommodation scholarship, nor are foreign students studying within the AKTION and CEEPUS programmes, or a student who has been awarded a scholarship by the Ministry under s. 91(6) of the Act.

(4) Meeting the conditions for being entitled to the accommodation scholarship pursuant to Paragraph 1 is checked by means of the information maintained in the School Information Management System (SIMS).

(5) The accommodation scholarship is awarded for a scholarship period that is identical with the calendar year. The students enrolled in studies during the scholarship period and the students who have properly completed the study in compliance with s. 55(1) of the Act during the scholarship period, can be awarded the accommodation scholarship only for a part of the scholarship period after their enrolment in studies or until their completion of studies, specifically pro rata to the number of months of the study, whereas as a whole month of studies is even considered a month in which the student enrolled in studies no later than on the 15<sup>th</sup> day of the month (including the day), as well as a month in which the student properly completed his/her study no earlier than on the 16<sup>th</sup> day of the month (including the day).

(6) The Rector shall inform of the amount of the accommodation scholarship in the scholarship period in his/her provision.

(7) The accommodation scholarship for the scholarship period in question is awarded to the student upon his/her request by means of a decision in the amount determined under Paragraphs 5 and 6.

## **Article 5**

### **Need-Based Scholarship**

(1) The scholarship pursuant to s. 91(3) is awarded to students who are entitled to child benefits according to a special legal regulation <sup>1)</sup>, provided that the decisive family income ascertained for the purpose of child benefits does not exceed the product of the subsistence of the family and the coefficient of 1.5.

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<sup>1)</sup> s. 17 of Act No. 117/1995 Coll., on state social support, as amended

(2) The scholarship pursuant to s. 91(3) is awarded during the standard length of study for ten months of the academic year. The need-based scholarship is not awarded for July and August. If the student meets the conditions for being awarded a need-based scholarship only for a part of a calendar month, this scholarship shall be awarded in an amount equal to the amount awarded for a whole calendar month.

(3) The student supports his/her entitlement to the scholarship pursuant to s. 91(3) of the Act with a written certificate issued upon his/her request by the State Social Support Body that granted the benefits confirming that the family income ascertained for the purpose of child benefits for a calendar year indicated in the certificate did not exceed the product of the subsistence of the family and the coefficient of 1.5. The certificate for the purpose of awarding the scholarship is valid for 21 months after the end of the year for which the family income was ascertained. The student can claim the scholarship only once in a particular period.

(4) The student submits the scholarship request supported by the aforementioned written certificate issued by the State Social Support Body to the study agenda administration office (Study Department) of the JU's part he/she is enrolled in no later than one month after his/her enrolment. Should the student become entitled to the scholarship under s. 91(3) of the Act during the academic year, the student submits his/her request within one month from the day he/she became entitled.

#### **Article 6** **Scholarship Disbursement**

(1) The student is awarded a scholarship by means of a decision. The student is served the decision in his/her own hands via the study agenda administration office (Study Department) of the JU's part he/she is enrolled in, namely within the deadline determined by the Dean's provision, or by the Rector's provision for students enrolled in the degree programmes effectuated by the JU and higher education institutions, and in the case of the accommodation scholarship.

(2) Provided that the decision on the scholarship award could not be served within the deadline specified by Paragraph 1, the decision shall be served in an alternative way by a notification on the official notice board of the Faculty or the higher education institution the student is enrolled in. The notification shall be on the official notice board for 8 days and the cease of this period constitutes the day of service.

(3) After the decision on the scholarship award comes to force, the accommodation scholarship is disbursed in quarterly instalments, with the amount and dates of the instalments being determined by the Rector's provision. The scholarship is always disbursed after the lapse of the period decisive for meeting the entitlement requirements for the last month of the instalment quarter, i.e. after the 16<sup>th</sup> day of such a month at earliest (Article 4(5), second sentence).

(4) After the decision on the scholarship award comes to force, the need-based scholarship is disbursed in three instalments, namely for the periods of January-March, April-June, September-December. The amount and dates of the instalments shall be determined for the relevant year by the Rector's provision.

(5) The accommodation and need-based scholarships are paid by bank transfer to the bank account maintained in Czech crowns (CZK, "*česká koruna*"), which is listed in the request for the accommodation or need-based scholarships. In particularly justified cases (especially regarding students who are not the citizens of the Czech Republic), the Dean may, upon their request, permit a payment in cash at the cash desk of the Faculty.

(6) The disbursement of scholarships not mentioned in Paragraphs 3 and 4 is effected on disbursement dates specified by the Dean or the Rector indicated in their provisions on the official notice board of the Faculty. The disbursement takes place via bank transfer to the student's personal bank account. The student may request to be paid the scholarship in cash at the cash desk of the Faculty.

(7) Should the student not collect the scholarship on the specified disbursement day, it shall stay deposited until the next disbursement date as the alternative date. If he/she fails to collect the scholarship on the alternative day, and if he fails to arrange another date, the disbursement of the scholarship shall be suspended. To renew the disbursement of the awarded scholarship the student is required to ask the Dean.

(8) The disbursement of scholarships shall be suspended if the student has suspended his/her study, or if it has been terminated.

(9) The disbursement of scholarships may be suspended if the student fails to meet a student's requirements in compliance with s. 63 of the Act or in the case of a disciplinary infraction pursuant to s. 64 of the Act. After the inquiry is finished, the Dean shall decide on further disbursement of the previously awarded scholarship.

(10) Provided that the student is re-enrolled in studies following his/her suspension of studies in a period regarding which the scholarship was awarded before the suspension of studies, he becomes entitled to disbursement of the previously awarded scholarship.

(11) Scholarships disbursed wrongfully, especially upon incorrect information or the breach of Article 3(5) must be returned by the student. The date, manner and procedure of returning shall be determined by the Dean's decision.

#### **Article 7**

##### **Rector's Award**

The Rector may himself/herself, or upon the Dean's proposal, award a one-off scholarship for excellent results throughout the studies and at the final state examination to students of the Master's of follow-up Master's degree programmes by means of the premium scholarship called the "Rector's Award". This scholarship is disbursed from the scholarship fund of the relevant Faculty or higher education institution. The Rector awards this scholarship to the student whose overall study was evaluated with the mark "passed with honours" ("*absolvoval s vyznamenáním*") and whose weighted study average throughout the whole studies was no higher than 1.20.

#### **Article 8**

##### **Transitional and Final Provisions**

(1) The Scholarship Regulations of the University of South Bohemia in České Budějovice registered by the Ministry on 28<sup>th</sup> July 2006 under reference No. 11 088/2006-30, as amended, are hereby annulled.

(2) These Scholarship Regulations were approved in compliance s. 9(1)(b) of the Act by the Academic Senate of the JU on 15<sup>th</sup> April 2014.

(3) These Scholarship Regulations come into force in accord with s. 36(4) of the Act on the day of their registration by the Ministry.

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These Amendments to the Scholarship Regulations of the University of South Bohemia in České Budějovice were approved by the Academic Senate of the University of South Bohemia in České Budějovice on 20<sup>th</sup> October 2015 in compliance with s. 9(1)(b) of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Some Other Acts (Higher Education Act), as amended.

These Amendments to the Scholarship Regulations of the University of South Bohemia in České Budějovice come into force on the day of registration by the Ministry of Education, Youth and Sports in accordance with s. 36(4) of the Higher Education Act.

prof. RNDr. Libor Grubhoffer, CSc., in his own hand  
Rector