



COLLECTION OF DECISIONS AND ORDINANCES OF THE UNIVERSITY OF SOUTH BOHEMIA IN ČESKÉ BUDĚJOVICE

number: R 545

date: January 29, 2024

Rector's ordinance on setting study-related fees for the academic year 2024/2025

- (1) The Ministry of Education, Youth and Sports announced the basis for setting study-related fees valid for the academic year commenced in 2024 in the amount of CZK 4.838 (to wit: four thousand eight hundred thirty-eight Czech korunas) in accordance with Section 58 (2) of the Act No. 111/1998 Coll., on Higher Education Institutions and on the Modification and on Amendments and Supplements to some other Acts (the Higher Education Act), as amended by later regulations (hereinafter as the "Act").
- (2) In accordance with Section 58 (3) and Article 27 of the Statutes of the University of South Bohemia in České Budějovice (hereinafter as the "USB"), a fee is set for students who have been studying in a bachelor's or master's degree programme longer than the length of the standard length of studies increased by one year. The fee amounts to the following amounts for every further six months of studies commenced:
 - a) CZK 16.940 for students enrolled at the USB Faculty of Economics, USB Faculty of Arts, USB Faculty of Education and the USB Faculty of Theology.
 - b) CZK 20.570 for students enrolled at the USB Faculty of Health and Social Sciences.
 - c) CZK 24.190 for students enrolled at the USB Faculty of Fisheries and Protection of Waters, USB Faculty of Science and the USB Faculty of Agriculture and Technology.

The dean of the faculty at which the student, to whom the conditions outlined in Section 58 (3) of the Act apply, is enrolled issues a decision on the assessment of the fee in the appropriate amount at least 90 days before the due date of the fee. The due date of the fee is determined by the decision of the dean on the assessment of a tuition fee; generally, it is to be set at 90 days from the date on which the decision on the assessment of the fee becomes final.

- (3) Fees outlined in this ordinance are paid by a bank transfer according to instructions outlined in the corresponding ordinance of the dean or instructions outlined in the corresponding decision of the dean concerning setting the tuition fee. In cases worthy of note, the dean may decide on a different manner of settlement of the fee.
- (4) In the case of the tuition fee, students may apply to the dean of the faculty for fee remission, for the fee to be lowered or for the fee payment deadline to be postponed pursuant to section 2, or potentially also to set an instalment plan, before the decision on the assessment of the fee is issued or concurrently with an appeal against the decision issued. Applications submitted before the decision on the assessment of the fee is issued are viewed as the exercise of the right to state one's position, offer evidence and make other proposals pursuant to Section 36 (1 & 2) of the Act No. 500/2004 Coll., the Administrative Procedure Code, as amended.



- (5) Students must substantiate the grounds for application pursuant to section 4. In cases worthy of note, the dean may accept a sworn statement concerning the grounds as the substantiation of the grounds. In the case of substantiating the grounds, furthermore, it applies that a confirmation that has not expired yet and that was previously made available to any constituent part of the USB, or the Support Centre for Students with Special Needs, does not need to be submitted by students again, but students indicate the constituent part, or the organisational unit of the USB, that the confirmation was submitted to. Grounds for the application might be particularly the following:
 - a) Difficult social situations
 - b) Serious health grounds
 - c) Other grounds worthy of note
- (6) The dean may decide on the assessment of the fee in an amount that is lower than the amount indicated in section 2 on the basis of an application of the student that is submitted prior to the issuance of the tuition fee pursuant to section 2. The dean may also set an instalment plan or postpone the fee payment due date.
- (7) Students may appeal against the decision of the dean concerning the assessment of the tuition fee pursuant to section 2 or section 6 within the period of 30 days from the day of the announcement of the decision. The appeal has a suspensory effect pursuant to Section 68 (4) of the Act. Students file the appeal to the dean of the faculty at which they are enrolled. The dean himself/herself may only satisfy the appeal, otherwise, he/she refers it for a decision to the Rector. In the context of deciding the appeal against the decision on the assessment of the study-related fee, the Rector takes into account the student's study results, his/her social situation, potential serious health or other grounds worthy of note of the student on the basis of duly substantiated facts and in such a manner that no unfounded differences arise when deciding identical or similar cases. Pursuant to Section 58 (7) of the Act, the Rector may lower the fee, remit the fee or postpone its due date. The decision of the Rector is final and its change may be enforced only legal action.
- (8) The Rector's ordinance no. R 518 from January 31, 2023, is rescinded.
- (9) Provisions of sections 2 and 8 are effective from September 1, 2024; other provisions are effective from February 1, 2024.

Professor PhDr. Bohumil Jiroušek, Dr.
Rector

Made by: Vice-Rector for Student Affairs

Distribution list: Bursar, deans of USB faculties, vice-deans for student affairs, chiefs of departments of student affairs, the administrator and methodology specialists of study tasks of IS STAG and IS SIMS, Head of the Support Centre for Students with Special Needs