

The Ministry of Education, Youth and Sport registered pursuant to § 36 section 2 of Act No. 111/1998 Coll. on Higher Education Institutions and on the Amendments and Supplementations of Other Acts (Higher Education Act), on March 16, 2016 under reference number MSMT-10767/2016 The Scholarship Regulations of the Jan Evangelista Purkyně University in Ústí nad Labem.

The changes to the Jan Evangelista Purkyně Scholarship Regulations in Ústí nad Labem were registered by the Ministry of Education, Youth and Sport pursuant to § 36 section 2 and 5 Higher Education Act on 17th July with reference number MSMT-19435/2017 and on 9th April 2018 with reference number MSMT-8802/2018.

II. FULL WORDING OF THE SCHOLARSHIP REGULATIONS OF THE JAN EVANGELISTA PURKYNĚ UNIVERSITY IN ÚSTÍ NAD LABEM OF THE DAY OF 9TH APRIL 2018

Article 1 General provisions

1. This Scholarship Regulations of the Jana Evangelisty Purkyně University in Ústí nad Labem (hereinafter “Scholarship Regulations “) are based on § 91 of Act No. 111/1998 Coll., on Higher Education Institutions and on the Amendments and Supplementation of other Acts, (Higher Education Institutions Act), as amended, (hereinafter “Act “).
2. These Scholarship Regulations are valid for students studying in the study programs of a Faculty of the Jan Evangelista Purkyně University in Ústí nad Labem (hereinafter “UJEP “), unless the faculty follows the Scholarship Regulations of its own, i.e. its internal regulation (§ 33 section 2 letter f) of the Act).
3. Under these Scholarship Regulations, scholarships are awarded to students in the full-time form of study. Under these Scholarship Regulations students in combined forms of study are awarded only extraordinary scholarships pursuant to article 2 section 1 letter b), social scholarships pursuant to article 2 section 1 letter e) and extraordinary scholarships provided within the framework of the Student’s Grant Competition of UJEP pursuant to article 2 section 2.
4. Students stated in section 2 can be awarded scholarships from:
 - a) grants or subsidies (§ 18 section 2 letter a) and c) of the Act),
 - b) research support, experimental development and innovations from public funds (§ 18 section 2 letter b) of the Act) (hereinafter “research support “),
 - c) the scholarship fund (§ 18 section 6 letter c) of the Act),
 - d) other sources (namely § 18 section 2 letter e) to h) of the Act).

Article 2 Granting Scholarship

1. Scholarship funded by a grant or subsidy may be awarded to a student in a form of:
 - a) reward scholarship (§ 91 section 2 letter a) of the Act),
 - b) extraordinary scholarship (§ 91 section 2 letter b) to e) and section 4 letter a) and b) of the Act),
 - c) doctoral scholarship (§ 91 section 4 letter c) of the Act),
 - d) accommodation scholarship (§ 91 section 2 letter e) of the Act),
 - e) social scholarship (§ 91 section 3 of the Act).

2. The scholarship awarded from research support can be awarded to a student as extraordinary one provided within the Student's Grant Competition of UJEP (§ 91 section 2 letter c) of the Act).
3. The scholarship related to sections 1 and 2 is decided, following these Scholarship Regulations, by the Rector or Dean.
4. The Dean may award a reward scholarship during the standard period of study based on:
 - a) written application by a student whose average academic achievements in the previous academic year were not rated worse than 1.20 included, and who reached minimum 60 credits in the previous academic year,
 - b) written application by a student, who is studying in the first study year in a master study program following a bachelor study program and who studied the previous bachelor study program with honors.

A written application for the scholarship is submitted by the student to the Dean through the study department of the faculty (hereinafter "study department"). The proposal for the scholarship is submitted to the Dean in agreement with the resolution of the relevant scholarship committee by its chairman. The reward 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 standard length of study has expired following:
 - a) a written application of the student, or on the proposal of the head of the department or atelier, or on the proposal of the specialized board,
 - b) the initiative of the vice-rector for external relations if it is an extraordinary scholarship supporting studies abroad recognized on the basis of a subscription agreement of financial agreement concluded between the student and UJEP,
 - c) own initiative.

Written application for an extraordinary scholarship is submitted by the student to the Dean through the study department. Proposal for the amount of the extraordinary scholarship granted by the Dean according to the letter a) is submitted to the Dean in accordance with the resolution of the scholarship board by its chairman, or in extraordinary cases the Dean can decide about the amount of the scholarship even without the decision of the scholarship board. The amount of the extraordinary scholarship awarded by the Dean pursuant to letter b) is set out in a subscription agreement or financial agreement concluded between the student and the UJEP. An extraordinary scholarship under this paragraph is granted by the Dean's decision and is usually provided by a single application.

6. The Rector may award an extraordinary scholarship during the standard period of study, or exactly exceptionally, even after standard study periods to support studying abroad, for extraordinary activity on behalf of UJEP, or in other specific cases. An extraordinary scholarship under this paragraph is granted by the Rector's decision and is usually provided through a single application.
7. The Doctoral scholarship is granted by the Dean's decision to full-time students in doctoral study programs during standard period of study, paid retrospectively as a regular, monthly amount.
8. The Dean grants the accommodation scholarship to students who meet the conditions for granting the scholarship, based on their request. The basis for awarding the scholarship is data found out in the database - Associated Student Matriculation Information (hereafter "SIMS") and from the information system of study agenda (hereinafter "IS/STAG"). The student's application for scholarship is submitted by the student through IS/STAG, or in writing through the study department. Details of application deadlines, dates of payment of accommodation scholarships, content of the application and other related organizational matters are governed by the Rector's Directive. The accommodation scholarship is granted by the Dean's decision. Upon meeting the conditions for awarding the accommodation scholarship, the Dean grants the scholarship to students from the first day of such scholarship period pursuant to letter b), in which the student submitted the request for granting the accommodation scholarship. Failure to meet any of the conditions listed in article 3 section 7 and article 4 disentitles the student for his/her accommodation scholarship. The accommodation scholarship is paid upon these conditions:
 - a) To foreign students studying at UJEP within the framework of short term scholarship programs namely of the European Union. The accommodation scholarship is paid in cash at the rectorate booking office, or to a bank account in CZK, the number of which is provided by the student through IS/STAG. Accommodation scholarship for a year is paid in two amounts. The term of the first payment is within 30

- days following the decision on granting the accommodation scholarship, the term of the second payment matches the first term for the scholarship period pursuant letter b), which follows the end of studies in the particular calendar year.
- b) To other students, the accommodation scholarship is paid in the 1st quarter, 2nd quarter, the period from the 1st July till the end of the academic year and in the period from the beginning of the academic year by 31st December (hereinafter “scholarship period “). In such cases the student is obliged to state the right bank account number in IS/STAG, where the scholarship is to be sent, if need be he/she is obliged to change it in IS/STAG before the term of payment of the scholarship, otherwise he/she faces the consequences and costs related to the breach of this obligation. If the transfer of scholarship to a student for the appropriate scholarship period fails due to incorrect or incomplete information provided by the student, this amount will be paid to the student in cash in the Rector's booking office.
 - c) The student is obliged to take over the amount of accommodation scholarship by the end of the academic year, which was the term of the payment, otherwise the right for the payment will be forfeited.
 - d) Scholarship payment will be stopped if proven, that the student has an unsettled post-maturity liability vis-à-vis UJEP.
9. The Dean recognizes the scholarship for the academic year for the students, who are entitled to child allowances under the special legal regulation ¹⁾ if the family decisive income determined for the purpose of the child allowance does not exceed the product of the family subsistence minimum and coefficient 1.5. For awarding of a social scholarship applies:
- a) The entitlement for the social scholarship is proven by the student by means of a written application for the social scholarship submitted to the Dean, through the study department. A written confirmation issued by an authority i.e. state social support body is enclosed to prove that the family income recognized for awarding of the child allowance for the third calendar quarter of a year did not exceed the product of the amount of subsistence minimum and coefficient of 1.5. This confirmation remains valid for the reasons of awarding the social scholarship for the period of 21 months after the lapse of the quarter for which the family income was being recognized. The details related to the terms of submitting the application, terms of payment for the scholarships, content of the applications and other related organization matters are governed by the Rector's Directive.
 - b) The social scholarship is awarded by the Dean's decision. The student is entitled for the social scholarship for the standard period of study for each complete calendar month, when he/she fulfills the conditions for awarding the social scholarship, except for August and September. Entitlement to the scholarship can be applied for a certain period of time only once, in case of parallel studying programs in the program, where he/she was enlisted earlier. The social scholarship is provided noncash and retroactively for the 1st quarter, 2nd quarter, July and 4th quarter.
10. The Dean can award the extraordinary scholarship to student within doctoral or master studying programs, i.e. within the framework of the Student Grant UJEP Competition. Such extraordinary scholarship according to this paragraph is awarded by the Dean's decision and ordinarily it is single. Other terms related to awarding of this scholarship are governed by the Rector's Directive.
11. The student is obliged to state truthful information when applying for the scholarship and inform the study department about all matters affecting admission or payment of the scholarship at the latest 8 days after such a fact occurred. Any breach of these obligations may be considered a disciplinary offense in the sense of § 64 of the Act.
12. Unauthorized scholarship paid to a student is to be returned. The term, way and procedure are determined by the Dean's decision.

Article 3 Scholarship Funds

1. The annual amount of scholarships awarded by the Dean besides financial funds for accommodation scholarships, social scholarships, extraordinary scholarships supporting studies abroad awarded on the basis of a subscription agreement or financial agreement concluded between the student and the UJEP and extraordinary scholarships awarded within the framework of the Student's Grant Competition of UJEP are

¹⁾ § 17 of the Act No. 117/1995 Coll. on the state social support as amended.

distributed by the appropriate scholarship board amidst benefit scholarships, extraordinary and doctoral ones.

2. The benefit scholarship awarded pursuant to § 91 section 2 letter a) of the Act must not quarterly exceed treble the base defined by § 58 section 2 of the Act (hereinafter "base").
3. The extraordinary scholarship awarded pursuant to § 91 section 2 letter b) and e) of the Act must not exceed ten times the base.
4. The extraordinary scholarship awarded pursuant to § 91 section 2 letter d) of the Act must not exceed four times the subsistence minimum of a single person defined by general provisions on subsistence minimum.
5. The extraordinary scholarship awarded pursuant to § 91 section 4 letter a) based on the subscriptions or financial agreements concluded between the student and the UJEP is paid at the amount defined by this subscription agreement or financial agreement (article 2 section 5) and is the subject of the Rector's directive.
6. The doctoral scholarship is awarded to the student by the Dean at the amount calculated by the Ministry of Education, Youth and Sports (hereinafter referred to as "MEYS") per one student.
7. The amount of the accommodation scholarship is derived by calculation. The calculated unit for the scholarship for students is a calendar day, in which the student fulfilled the conditions for the award of such accommodation scholarship. The amount of the accommodation scholarship per one student is determined as a fraction of the amount for the scholarship period and number of calendar days granted to all students within the appropriate period. The student obtains the accommodation scholarship for a scholarship period at the amount matching the product of the accommodation scholarship for one day of accommodation (daily allotment of the accommodation scholarship) and number of obtained calendar days for which all the conditions for the accommodation scholarship were fulfilled. During multiple studies within the academic year the daily amount of the accommodation scholarship for one student is included maximum once per calendar day. Should the number of calendar days, for which the student fulfilled all conditions for obtaining the accommodation scholarship for the appropriate scholarship period be shorter than 11 days, he/she is not entitled for the accommodation scholarship in this period.
8. The amount of the social scholarship is defined by § 91 section 3 of the Act.
9. The scholarships mentioned in article 2 section 1 letter a) up to c) can be, partly or fully, paid from the scholarship fund or other resources.

Article 4

The Conditions for Obtaining the Accommodation Scholarship

The student entitled for the accommodating scholarship if he/she:

- a) is an UJEP student in a bachelor, master or doctoral studying program in a full-time form of study,
- b) has no obligation to pay any study fees pursuant to § 58 section 3 of the Act. The student whose fees were lowered, mitigated or the term of payment was postponed pursuant to § 58 section 7 of the Act, is not entitled for the accommodation scholarship. In the case of parallel studies of full-time studying programs, he/she is entitled for the accommodation scholarship only once i.e. in the studying program which he/she registered for earlier,
- c) he/she does not have permanent address in the Ústí nad Labem district, or his/her permanent address is not in any municipality or city within enclosure No. 1, should the place of his/her study be Ústí nad Labem,
- d) applies for the accommodation scholarship according to the rules and schedule specified by the Rector's Directive,
- e) is not a student studying within the framework of intergovernmental agreements and international development assistance (governmental scholarship holders),
- f) is not a student studying within the AKTION and CEEPUS programs.

Article 5

Faculty scholarship boards

1. The Dean appoints the scholarship board.

2. The scholarship board consists of the chairman, study department representative and of at least three members of the appropriate UJEP academic community, while the number of UJEP students in the scholarship board shall be one more than of UJEP employees.
3. The resolution of the scholarship board is accepted if the absolute majority of the present members speaks for it.
4. In duly justified cases, the Scholarship Board may pass a resolution based on electronic mail (hereinafter “per rollam “). The proposed per rollam resolution must be sent to the e-mail addresses of all members of the scholarship board. The per rollam resolution is accepted if the proposal is supported by the absolute majority of all members of the scholarship board.
5. Administrative matters related to the action of the scholarship committee are provided by the study department.

Article 5a
Service of Documents,
Appeal Procedure

1. Service of document to students is governed by article 24 of the UJEP Statutes.
2. The appeal procedure against the Rector’s or Dean’s decision in the matter of scholarship award in case of no special legal provisions, Act No. 500/2004 Coll., is applied i.e. Administrative Regulations as amended.

Article 6
Final Provisions

1. The Scholarship Regulations of UJEP registered by the MEYS on 17th December 2007 are discontinued, registration number 28 895/2007-30, as amended.
2. These Scholarship Regulations were approved pursuant to § 9 section 1 letter b) of the Act by the Academic Senate of UJEP on 24th February 2016.
3. These Scholarship Regulations come into force pursuant to § 36 section 4 of the Act by the day of registration by MEYS.
4. These Scholarship Regulations come into operation by the day of registration by MEYS.

The changes to the Scholarship Regulations were approved pursuant to § 9 section 1 letter b) point 3 of the Act by the Academic Senate of UJEP on 28th June 2017 (changes No. 1) and 28th March 2018 (changes No. 2).

The changes of these Scholarship Regulations come into operation pursuant to § 36 section 4 of the Act by the day of registration by MEYS.

Changes No. 1 of these Scholarship Regulations come into operation by 1st September 2017 and changes No. 2 come into operation by the day of registration.

doc. RNDr. Martin Balej, Ph.D., in own hand
Rector

Enclosure No. 1
To the UJEP Scholarship Regulations

List of Municipalities and Towns

(should the student have his/her permanent home in the Ústí nad Labem district or his/her permanent home scheduled in this list i.e. in the municipality or town on file and he/she studies in Ústí nad Labem, he/she has no entitlement for the accommodation scholarship)

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

