

*The Ministry of Education, Youth and Sports registered pursuant to Section 36(2) of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Other Acts (Higher Education Act), under Ref. No. MSMT-28888/2025-3, the Statute of Jan Evangelista Purkyně University in Ústí nad Labem on the date of signing the registration.*

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**STATUTE  
OF JAN EVANGELISTA PURKYNĚ UNIVERSITY IN ÚSTÍ NAD  
LABEM  
DATED 2 DECEMBER 2025**

**PART ONE  
INTRODUCTORY PROVISIONS**

**Article 1**

**Name, seat, type of higher education institution**

1. The full name of the university is "Jan Evangelista Purkyně University in Ústí nad Labem". The abbreviated name of the university is "UJEP".
2. The official name for international relations is "Jan Evangelista Purkyně University in Ústí nad Labem".
3. The seat of the university is in Ústí nad Labem, Pasteurova 3544/1.
4. Jan Evangelista Purkyně University in Ústí nad Labem (hereinafter referred to as "UJEP") is a public university-type higher education institution pursuant to Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Other Acts (the Higher Education Act), as amended (hereinafter referred to as the "Act").

**Article 2**

**Legal predecessor**

Jan Evangelista Purkyně University, based in Ústí nad Labem, was established on 28 September 1991 by Act No. 314/1991 Coll. of the Czech National Council of 9 July 1991. The legal predecessor of UJEP is the Faculty of Education in Ústí nad Labem.

**PART TWO  
MISSION AND ACTIVITIES OF UJEP**

**Article 3**

**Mission of UJEP**

1. The main mission of UJEP is to spread education and protect knowledge, cultivate free thinking, independent scientific research and artistic creation, and provide comprehensive support for the creative spirit of individuals and society.
2. UJEP independently and freely develops educational and related scientific and research, development and innovation, artistic or other creative activities (hereinafter referred to as "creative activities") and other related activities that are in line with its main mission.
3. UJEP cooperates with domestic and foreign universities, scientific and research institutions and other legal entities and creates conditions for the participation of members of the UJEP Academic Community (hereinafter referred to as the "academic community") in this cooperation.

**Article 4**

**Educational activities**

1. UJEP implements all types of study programmes<sup>1</sup> and lifelong learning programmes<sup>2</sup>.

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<sup>1</sup> Section 2(1) of the Act.

<sup>2</sup> Section 2(1) and Section 60 of the Act.

2. Educational activities must be organised in such a way as to enable students to complete their study programmes in full, participants in lifelong learning to complete their lifelong learning programmes in full, and academic staff to carry out both teaching and creative activities.
3. Teaching is a fundamental right and duty of UJEP academic staff<sup>3</sup>. It is based on the results of contemporary science and the creative work of academic staff.

**Article 5**  
**Creative activities**

1. UJEP creates conditions for the creative activities of members of the academic community.
2. Creative activity is a fundamental right and duty of UJEP academic staff<sup>3</sup>. It is carried out and its results are published within the framework of academic freedom.
3. UJEP creates conditions for the publication and commercialisation of the results of the creative activities of members of the academic community.
4. The exercise of industrial property rights and copyright at UJEP is governed by special legal regulations<sup>4</sup>; details are regulated by the Rector's Directive.

**Article 6**  
**Other related activities**

1. UJEP provides library and other information services.
2. In connection with the implementation of educational and creative activities, UJEP also performs supplementary activities.
3. The supplementary activities of UJEP must contribute to fulfilling the mission of the university<sup>5</sup>.

**PART THREE**  
**BODIES AND ORGANISATIONAL STRUCTURE OF UJEP**

**Article 7**  
**Self-governing academic bodies and other bodies of UJEP**

1. The self-governing academic bodies of UJEP are<sup>6</sup>:
  - a) The Academic Senate of UJEP (hereinafter referred to as the "Academic Senate"),
  - b) the Rector of UJEP (hereinafter referred to as the "Rector"),
  - c) the Scientific Council of UJEP (hereinafter referred to as the "Scientific Council"),
  - d) UJEP Internal Evaluation Board (hereinafter referred to as the "Internal Evaluation Board").
2. Other bodies of the UJEP are<sup>7</sup>:
  - a) the UJEP Administrative Board (hereinafter referred to as the "Administrative Board"),
  - b) the Bursar of UJEP (hereinafter referred to as the "Bursar").

**Article 8**  
**Academic Senate**

1. The legal status of the Academic Senate, its establishment, scope of authority, powers and responsibilities are determined by law, these Statute and other internal regulations of UJEP.
2. The Academic Senate consists of three academic staff members and two students from each UJEP faculty.

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<sup>3</sup> Section 70(1) of the Act.

<sup>4</sup> Act No. 121/2000 Coll., on copyright, rights related to copyright and on amendments to certain acts, as amended;  
Act No. 527/1990 Coll., on inventions and improvement proposals, as amended;  
Act No. 478/1992 Coll., on utility models, as amended;

Act No. 207/2000 Coll., on the protection of industrial designs and amending Act No. 527/1990 Coll., on inventions, industrial designs and improvement proposals, as amended, as amended.

<sup>5</sup> Section 20(2) of the Act.

<sup>6</sup> Section 7(1) of the Act.

<sup>7</sup> Section 7(2) of the Act.

3. The rules for the election of members of the Academic Senate and the length of their term of office are governed by the Election Rules of the Academic Senate of UJEP, which is an internal regulation of UJEP<sup>8</sup> (hereinafter referred to as the "Election Rules of the Academic Senate").
4. The rules governing the proceedings of the Academic Senate and the establishment of its bodies, including the election of the chair, are set out in the Rules of Procedure of the Academic Senate of the University of Jan Evangelista Purkyně, which is an internal regulation of the University<sup>9</sup> (hereinafter referred to as the "Rules of Procedure of the Academic Senate").
5. Members of the Academic Senate are accountable to the academic community for their activities. In the performance of their duties, they are not bound by the orders or resolutions of the self-governing academic bodies of the faculty for which they were elected, but only by their conscience, and they should act in the interests of UJEP as a whole.

#### **Article 9 Rector**

1. The UJEP is headed by the Rector, whose legal status, powers, authority and responsibilities are determined by law, these Statute and other internal regulations of the UJEP.
2. The rector is the representative of UJEP in the representation of higher education institutions<sup>10</sup>.
3. The rector's term of office begins on the date on which he or she is appointed to this position.
4. Details on the election of a candidate for rector are governed by the Election Rules for the Election of a Candidate for Appointment as Rector, which form Annex No. 3.
5. The Vice-Rectors, Bursar, Deans and other employees specified in the UJEP Organisational Rules (hereinafter referred to as the "Organisational Rules") are directly accountable to the Rector for their activities, as are other employees specified in Article 25 in the area of the use of financial resources and management of UJEP property.

#### **Article 10 Vice-Rectors**

1. Vice-Rectors represent the Rector in specified areas of activity<sup>11</sup>. Their legal status, scope of authority, powers and responsibilities are determined by law, these Statute, other internal regulations of UJEP and the Organisational Rules.
2. The areas of activity of the Vice-Rectors are determined by the Rector after consultation with the Academic Senate.
3. The Vice-Rector shall attend meetings of the Academic Senate at the request of the Academic Senate or its chair. The Vice-Rector shall answer questions concerning the performance of his or her duties asked by the Academic Senate or its members at a meeting of the Academic Senate.
4. The Vice-Rector may convene meetings of vice-deans or other faculty representatives for the relevant area of activity.
5. Employees who are directly responsible to the relevant vice-rectors are determined by the organisational rules.
6. Vice-Rectors shall deputise for each other as decided by the Rector. The Rector shall appoint one of the Vice-Rectors by name to deputise for him/her in full during his/her absence.

#### **Article 11 Scientific Council**

1. The legal status of the Scientific Council, its establishment, scope of activity, powers and responsibilities are determined by law, these statute and other internal regulations of the UJEP.

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<sup>8</sup> Section 17(1)(b) of the Act.

<sup>9</sup> Section 17(1)(c) of the Act.

<sup>10</sup> Section 92(1)(b) of the Act.

<sup>11</sup> Section 10(4) of the Act.

2. The members of the Scientific Council are appointed and dismissed by the Rector. As a rule, within two months of his appointment, the Rector shall request the prior consent of the Academic Senate to the appointment of members of the Scientific Council<sup>12</sup>.
3. When appointing members of the Scientific Council, the Rector shall ensure that the main fields of science, art and education developed at UJEP are represented in the Council.
4. Membership in the Scientific Council commences on the date on which the member was appointed to the Scientific Council.
5. Membership in the Scientific Council shall terminate:
  - a) on the date on which the term of office of the rector who appointed them to the Scientific Council ends,
  - b) on the date of delivery of a written statement by which the member resigns from membership in the Scientific Council to the rector,
  - c) on the date on which the rector dismisses the member of the Scientific Council with the prior consent of the Academic Senate.
6. The rector may appoint honorary members of the Scientific Council on the basis of long-term meritorious activity for the benefit of UJEP. Before appointing an honorary member of the Scientific Council, the rector shall request the opinion of the Academic Senate.
7. The powers of the Scientific Council consist in approving
  - a) study programmes,
  - b) the intention to submit an application for accreditation, extension of accreditation or extension of the validity of accreditation of study programmes,
  - c) the intention to submit an application for institutional accreditation for one or more areas of education and for the extension of institutional accreditation for another area or areas of education,
  - d) the intention to relinquish institutional accreditation,
  - e) intention to cancel a study programmeis entrusted to the Internal Evaluation Board<sup>13</sup>.
8. Within the scope of its other responsibilities<sup>14</sup>, the Scientific Council
  - a) approves the criteria for habilitation proceedings or proceedings for appointment as a professor submitted by the rector at the proposal of the scientific or artistic council of the relevant faculty,
  - b) expresses its opinion on the proposal to fill the position of extraordinary professor established at the faculty, submitted by the dean of the relevant faculty to the rector;
  - c) expresses its opinion on the rector's proposal to award the honorary title of "doctor honoris causa", abbreviated to "Dr.h.c." and placed after the name, on the recommendation of the scientific or artistic council of the relevant faculty,
  - d) comments on the rector's proposal to award the title of "visiting professor of the UJEP",
  - e) proposes persons to the rector for appointment as emeritus professors,
  - f) comments on other issues submitted to it by the rector.
9. The rules for the proceedings of the Scientific Council are governed by the Rules of Procedure of the Scientific Council of UJEP, which is an internal regulation of UJEP<sup>15</sup> (hereinafter referred to as the "Rules of Procedure of the Scientific Council").

## **Article 12 Internal Evaluation Board**

1. The legal status of the Internal Evaluation Board, its establishment, scope of authority, powers and responsibilities are determined by law, these statute and other internal regulations of UJEP.

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<sup>12</sup> Section 9(1)(f) of the Act.

<sup>13</sup> Section 12(4) of the Act.

<sup>14</sup> Section 12(1)(l) of the Act.

<sup>15</sup> Section 17(1)(e) of the Act.

2. The Internal Evaluation Board consists of a chair, a vice-chair and ten members, one of whom is the chair of the Academic Senate and the other nine, including one UJEP student (hereinafter referred to as "other members"), are appointed by the rector after discussion in the Scientific Council and with the prior consent of the Academic Senate.
3. The position of vice-chair and other member of the Internal Evaluation Board is incompatible with the position of rector, vice-rector, dean, vice-dean and chair of the Academic Senate, as well as member of the Council and Review Commission of the National Accreditation Authority for Tertiary Education.
4. The term of office of the Vice-Chair and other members of the Internal Evaluation Board is six years. This does not apply to other members of the Council appointed from among UJEP students, whose term of office is two years.
5. If the position of Vice-Chair or other member of the Internal Evaluation Board becomes vacant before the end of the relevant term of office, the new Vice-Chair or other member shall be appointed only for the remainder of the relevant term of office.
6. The term of office of the Vice-Chair and other members of the Internal Evaluation Board shall commence on the date on which they are appointed to the Internal Evaluation Board.
7. The term of office of the Vice-Chair and other members of the Internal Evaluation Board shall end on the date on which their term of office expires in accordance with paragraph 4 or 5.
8. The function of the Vice-Chair of the Internal Evaluation Board shall also cease:
  - a) on the date of delivery of a written statement by which the Vice-Chair resigns from office to the Rector,
  - b) on the date on which he or she is dismissed from office by the rector,
  - c) on the date of the occurrence of incompatible functions.
9. The position of other members of the Internal Evaluation Board shall also cease to exist:
  - a) on the date of delivery of a written statement by which the other member of the Internal Evaluation Board resigns from office to the Rector,
  - b) on the date on which the rector dismissed the other member of the Internal Evaluation Board with the prior consent of the Academic Senate and after prior discussion in the Scientific Council,
  - c) in the case of another member of the Internal Evaluation Board appointed from among UJEP students, on the date on which they ceased to be a student of UJEP,
  - d) on the date of the occurrence of incompatible functions.
10. The Internal Evaluation Board is entrusted with the powers of the Scientific Council specified in Article 11(7). As part of its other powers<sup>16</sup>, the Internal Evaluation Board shall express its opinion on other issues submitted to it by the Rector.
11. Details of the rules for the proceedings of the Internal Evaluation Board are set out in the Rules of Procedure of the Internal Evaluation Board of the UJEP (hereinafter referred to as the "Rules of Procedure of the Internal Evaluation Board"), which are issued in the form of a rector's directive after prior approval by the Internal Evaluation Board.

### **Article 13 Administrative Board**

1. The legal status of the Administrative Board, its establishment, powers, authority and responsibilities are determined by law.
2. The election of the chair and vice-chairs of the Administrative Board and the manner of its proceedings are governed by the Statute of the UJEP Administrative Board approved by the Minister of Education, Youth and Sports.
3. A proposal which, after approval by the Academic Senate, requires approval by the Administrative Board shall be forwarded by the Rector to the Administrative Board after approval by the Academic Senate. The date of referral of the proposal referred to in the first sentence shall be the first day following the dispatch of the proposal by e-mail to the e-mail addresses of all members of the Administrative Board<sup>17</sup>.

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<sup>16</sup> Section 12a(4)(e) of the Act.

<sup>17</sup> Section 14(5) of the Act.

#### **Article 14**

##### **Bursar**

1. The legal status, scope of authority, powers and responsibilities of the bursar are determined by law, these statute, other internal regulations of the UJEP and the organisational rules.
2. The bursar shall attend meetings of the Academic Senate at the request of the Academic Senate or its chair. The bursar shall answer questions concerning the performance of his or her duties asked by the Academic Senate or its members at meetings of the Academic Senate.
3. The bursar may convene meetings of secretaries to address issues relating to the management and internal administration of UJEP and its faculties.
4. Employees who report directly to the bursar are specified in the organisational rules.

#### **Article 15**

##### **Organisational structure of UJEP**

1. The UJEP comprises faculties, other workplaces for educational and creative activities or for the provision of information services or technology transfer (hereinafter referred to as "other workplaces"), special-purpose facilities for cultural and sporting activities, for accommodation and catering, in particular for members of the academic community or for ensuring the operation of UJEP (hereinafter referred to as "special-purpose facilities") and the Rector's Office<sup>18</sup>.
2. UJEP has the following faculties:
  - a) Faculty of Social and Economic Studies (hereinafter referred to as "FSE"),
  - b) Faculty of Mechanical Engineering (hereinafter referred to as "FSI"),
  - c) Faculty of Art and Design (hereinafter referred to as "FUD"),
  - d) Faculty of Health Studies (hereinafter referred to as "FZS"),
  - e) Faculty of Environment (hereinafter referred to as "FŽP"),
  - f) Faculty of Arts (hereinafter referred to as "FF"),
  - g) Faculty of Education (hereinafter referred to as "PF"),
  - h) Faculty of Science (hereinafter referred to as "PřF").
3. UJEP has the following other departments:
  - a) Centre for Informatics (hereinafter referred to as "CI"),
  - b) Scientific Library (hereinafter referred to as "VK"),
  - c) Project Service Centre (hereinafter referred to as "CPS"),
  - d) Counselling Centre (hereinafter referred to as "PC").
4. UJEP has the following special-purpose facilities:
  - a) Dormitory and Canteen Administration (hereinafter referred to as "SKM"),
  - b) UJEP Bookshop,
  - c) Bukovina Training and Recreation Centre.
5. The Rector's Office is the executive body of the Rector. Details of its organisation are governed by the organisational rules.
6. The establishment or dissolution of joint workplaces of UJEP components requires the consent of the Rector and the deans of the faculties for which the joint workplace is being established or dissolved<sup>19</sup>.
7. The contact point of the UJEP<sup>20</sup> is determined by the organisational rules.

#### **Article 16**

##### **Competence of faculties and other parts**

1. The legal status, powers, authority and responsibilities of faculty bodies are determined by law and these statute.

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<sup>18</sup> Section 22(1) of the Act.

<sup>19</sup> Section 9(1)(a) of the Act.

<sup>20</sup> Section 21(1)(e) of the Act.

2. In addition to the matters specified in Section 24(1) of the Act, the faculty bodies have the right, unless otherwise provided by law, to decide or act on behalf of UJEP in matters concerning the faculty, which are:
  - a) the creation and implementation of study programmes in accordance with the Rules for the Creation, Approval and Modification of UJEP Study Programmes (hereinafter referred to as the "Rules for the Creation, Approval and Modification of Study Programmes") and the Rules for the Quality Assurance System for Educational, Creative and Related Activities and Internal Quality Assessment of Educational, Creative and Related Activities at UJEP (hereinafter referred to as the "Rules for the Quality Assurance and Internal Assessment System"), which are internal regulations of UJEP<sup>21</sup>,
  - b) deciding on the rights and obligations of students in study programmes implemented by the faculty, in accordance with the internal regulations of UJEP,
  - c) the strategic focus of creative activities, in accordance with the strategic plan for educational and creative activities at UJEP (hereinafter referred to as the "UJEP strategic plan") and the annual plan for its implementation,
  - d) foreign relations and other external relations with legal entities engaged in activities related to the educational or creative activities carried out by the faculty,
  - e) supplementary activities in accordance with the faculty's focus and the UJEP's financial management rules,
  - f) the creation and implementation of lifelong learning programmes in accordance with UJEP's internal regulations,
  - g) the establishment of positions of extraordinary professors in the field of education<sup>22</sup> for which UJEP has institutional accreditation and in which the relevant faculty implements at least one study programme or part thereof,
  - h) other matters expressly specified in these statute.
3. The faculty bodies have the right to decide on the disposal of UJEP property or to act on behalf of UJEP to the extent specified in Article 25.
4. Details on the scope of authority, powers and responsibilities of faculty bodies are regulated within the limits of the law and these statute by other internal regulations of UJEP, the organisational rules and internal regulations of the faculty<sup>23</sup>.
5. The legal status, scope of authority, powers and responsibilities of senior employees of other workplaces and special-purpose facilities (hereinafter referred to as "other parts of UJEP") are determined by law, these statute, other internal regulations of UJEP and the organisational rules.
6. Employees who are directly accountable to senior staff of other UJEP units are determined by the organisational rules.

## **PART FOUR STUDYING AT UJEP**

### **Article 17 Study programmes**

1. The faculties of UJEP offer study programmes accredited within the relevant field or fields of education on the basis of institutional accreditation or study programme accreditation.
2. The list of study programmes implemented in accordance with paragraph 1 is published in the public section of the UJEP website to the extent specified by law<sup>24</sup>.
3. A study programme may be implemented
  - a) independently by one UJEP faculty, or
  - b) in cooperation with several UJEP faculties;

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<sup>21</sup> Section 17(1)(j) and (k) of the Act.

<sup>22</sup> Section 70(2) of the Act.

<sup>23</sup> Section 22(2) of the Act.

<sup>24</sup> Section 21(1)(h) and (j) of the Act

this does not exclude the possibility of other faculties participating in the implementation of the study programme. A study programme may also be implemented in cooperation with a foreign university, another domestic university or another legal entity.

4. The following applies to study programmes implemented in accordance with paragraph 3(b):
  - a) applicants for study (hereinafter referred to as "applicants") may be admitted independently by each of the cooperating faculties that have published the conditions for admission to this study programme; if there are several such faculties, applicants may choose the faculty to which they will submit their application for study,
  - b) cooperation between faculties in determining the conditions for the admission of applicants is governed by Article 20(8) and (9), and cooperation between faculties in determining other requirements of the admission procedure is governed by Article 21(2) and (4),
  - c) successful applicants are enrolled at the faculty to which they applied,
  - d) the faculty at which the student is enrolled is responsible for the organisation of studies in the given study programme,
  - e) the rights and obligations of students in a given study programme, as well as the competence of the bodies to decide on them, are governed by the internal regulations of the UJEP and the internal regulations of the faculty at which the student is enrolled,
  - f) all faculties offering a given study programme award the relevant academic title to its graduates independently.
5. Further details on study programmes are set out in the UJEP Study and Examination Regulations (hereinafter referred to as the "Study and Examination Regulations").

#### **Article 18** **Guarantor of the study programme**

1. The guarantor of a study programme implemented in accordance with Article 17(3)(a) shall be appointed and dismissed by the dean of the faculty at which the study programme is implemented. The dean shall request the prior opinion of the scientific or artistic council of the faculty.
2. The guarantor of a study programme implemented pursuant to Article 17(3)(b) shall be appointed and dismissed by mutual agreement of the deans of all cooperating faculties by the dean of the faculty that coordinated the preparation of the study programme<sup>25</sup>. The deans of all cooperating faculties shall request the prior opinion of the scientific or artistic council of the faculty. In the event of a dispute, the rector shall decide.
3. The term of office of the guarantor of the study programme shall commence on the date on which he or she was appointed to this position. On the date of appointment as guarantor, the guarantor of the doctoral study programme shall also become the chair of the subject council of the relevant study programme.
4. The function of the guarantor of the study programme shall cease:
  - a) on the date of delivery of a written statement by which the guarantor resigns from his or her position to the dean,
  - b) on the date of dismissal by the dean after prior consultation with the scientific or artistic council of the faculty, whereby in the case of a study programme implemented in accordance with Article 17(3)(b), such consultation shall be preceded by mutual agreement with the deans of other cooperating faculties, or in the event of a dispute, by the consent of the rector,
  - c) on the date on which his or her employment at UJEP or at the relevant faculty of UJEP changed in such a way that he or she no longer met the requirements for a study programme guarantor under the law and standards for study programme accreditation,
  - d) the date on which the study programme's accreditation expired.
5. The guarantor of the study programme<sup>26</sup> shall, in particular:

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<sup>25</sup> Article 11(1)(b) of the Rules for the Creation, Approval and Modification of Study Programmes at UJEP.

<sup>26</sup> Section 44(6) and (7) of the Act.

- a) in accordance with the rules for the creation, approval and modification of study programmes, coordinates the content preparation of the study programme,
- b) in accordance with the rules of the quality assurance and internal evaluation system, ensures the quality of the study programme's implementation and is responsible for the coordination of teaching content, ensuring and developing the professional level of the study programme and regularly evaluating the quality of its implementation.

#### **Article 19**

##### **Proceedings to declare the invalidity of a state examination or part thereof**

1. Proceedings to declare the invalidity of a state final examination or part thereof, as well as a state rigorous examination or part thereof, are governed by the Act<sup>27</sup> and these statute.
2. At least one member of the review committee<sup>28</sup> shall be appointed by the rector from among persons with higher education, which, according to Act No. 85/1996 Coll., on Advocacy, as amended, is a prerequisite for the applicant's registration in the list of trainee lawyers maintained by the Czech Bar Association.
3. The rector shall appoint one member of the review committee to convene and chair the meetings of the review committee.
4. The review committee shall decide by a majority vote of all its members.

#### **Article 20**

##### **General conditions for admission to study**

1. The basic conditions for admission to study in a study programme offered by a faculty of the UJEP are determined by law<sup>29</sup>.
2. The faculty may set additional conditions for admission to study in the study programme it implements, namely
  - a) certain knowledge, abilities, prerequisites,
  - b) grades from secondary school, or higher vocational school or university,
  - c) conditions relating to the similarity of study programmes or the number of credits obtained during study in selected types of subjects, in the case of admission to a master's study programme that follows on from a bachelor's study programme,
  - d) requirements for the applicant's health, if required by the nature of the study programme<sup>30</sup>.
3. Fulfilment of the conditions under paragraph 2(a) is usually verified by an entrance examination. The faculty may decide to waive the entrance examination or part thereof in the case of applicants who demonstrate that they meet the conditions under paragraph 2(a) or (b), if these conditions are specified.
4. The faculty may also set the maximum number of applicants who meet the specified conditions. If a larger number of applicants meet these conditions, the order of the best applicants shall be decisive. The faculty shall compile the order of the best applicants based on the results of the entrance examination, with the possible inclusion of bonus points according to the degree of fulfilment of the additional conditions under paragraph 5, if specified.
5. Additional conditions for bonus points include, in particular, participation in national or international competitions, professional experience, teaching experience, language exams, and grades from secondary school, higher vocational school, or university.
6. The faculty may waive the entrance examination for applicants who have obtained at least 30 credits in lifelong learning in the previous academic year and have achieved a total of at least 60 credits for completed courses corresponding to the courses of the study programme to which they have applied.
7. The faculty may set additional conditions under which the entrance examination or part thereof may be waived.

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<sup>27</sup> Sections 47c to 47e of the Act.

<sup>28</sup> Section 47c(6) of the Act.

<sup>29</sup> Section 48 of the Act.

<sup>30</sup> Section 49(1) of the Act.

8. Further conditions for admission to study in a study programme pursuant to paragraphs 2 to 7 in a given academic year shall be approved by the academic senate of the faculty upon the proposal of the dean. For study programmes implemented in accordance with Article 17(3)(b), this proposal shall be submitted to the academic senate of the faculty by the dean of the faculty at which the admission procedure will take place, in agreement with the deans of the cooperating faculties.
9. Paragraph 8 shall apply mutatis mutandis to the approval of different conditions for admission pursuant to Section 49(3) of the Act.

#### **Article 21**

##### **Submission of applications and other documents in the admission procedure**

1. The dean, taking into account in particular the deadlines set out in the Act<sup>31</sup>, the date of the admission examinations and the start of the academic year, shall determine:
  - a) the deadline for submitting applications for study in a study programme offered by the faculty,
  - b) the period for verifying the conditions for admission.
2. In the case of study programmes implemented in accordance with Article 17(3)(b), the requirements under paragraph 1 shall be determined by mutual agreement with the deans of other cooperating faculties by the dean of the faculty at which the admission procedure will take place.
3. In exceptional cases, the dean may decide to accept an application for study at a later date.
4. Applicants submit their applications and other documents for the admission procedure in electronic form via the STAG information system (hereinafter referred to as the "STAG system"). Such submissions are considered signed within the meaning of Section 69b of the Act and are delivered to UJEP upon confirmation via the STAG system. The faculty shall publish information for applicants on this method of submission together with the information published pursuant to Section 49(5) of the Act.
5. UJEP will also accept applications made in other forms in the admission procedure. Such applications are then recorded in the STAG system.

#### **Article 22**

##### **Conditions for the study of foreign nationals**

1. The conditions for the admission of foreign nationals to study in a study programme offered by a UJEP faculty must enable the fulfilment of obligations arising from international agreements to which the Czech Republic is bound<sup>32</sup>.
2. The conditions for the admission and study of foreign nationals under inter-university or inter-faculty agreements or under international programmes are governed by these agreements or programme conditions.
3. The conditions for the admission of foreign nationals to study in a study programme offered by a faculty of the UJEP, unless admission is governed by paragraphs 1 and 2, shall be determined by the relevant faculty within the framework of other conditions for admission to study in the study programme in the given academic year or within the framework of different conditions for admission to study, in the cases specified in Section 49(3) of the Act.
4. If the study programme is conducted in the Czech language, the faculty may stipulate that an additional condition for the admission of a foreigner is also proof of knowledge of the Czech language. This is not required if the foreigner is:
  - a) a citizen of the Slovak Republic,
  - b) an applicant who has completed secondary education with a school-leaving examination or, in the field of art, higher vocational education provided at a conservatory in the Czech or Slovak Republic,
  - c) an applicant who has duly completed university studies in a study programme conducted in the Czech or Slovak language.
5. After admission to study in accordance with paragraph 3, a foreigner shall study in a study programme implemented by the faculty under the conditions laid down in the study and examination regulations.

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<sup>31</sup> Section 49(5) and (6) of the Act and Section 50(4) of the Act

<sup>32</sup> Section 49(2) of the Act

**Article 23**  
**Fees associated with study**

1. Rules for determining the amount of fees associated with study, which are:
  - a) fee for activities related to the admission procedure for study in a study programme conducted in the Czech language,
  - b) fee for activities related to the assessment of conditions for admission to study,
  - c) fee for study in a bachelor's or master's study programme conducted in the Czech language when the standard period of study is exceeded by one year,
  - d) fee for studying in a study programme conducted in a foreign languageare listed in Appendix No. 2.
2. The UJEP does not charge a fee for activities related to the admission procedure for study programmes conducted in a foreign language.
3. The fee for activities related to the admission procedure must be paid within the deadline for submitting applications specified in Article 21(1) to (3). If the applicant does not pay the fee within the specified deadline, it is assumed that they have withdrawn their application.
4. The fee for activities related to the assessment of fulfilment of the conditions for admission to study is payable on the date of submission of the application for assessment of fulfilment of the conditions for admission to study. If an applicant who requests assessment of fulfilment of the conditions for admission to study submits more than one application to UJEP, they shall pay the fee under paragraph 1(b) only once.
5. The fee for studying in a bachelor's or master's degree programme conducted in the Czech language, if the standard period of study is exceeded by one year, must be paid within the period specified in the final decision on the assessment of the fee. Intentional failure to pay the fee within the specified period is a disciplinary offence pursuant to Section 64 of the Act.
6. The fee for studying in a study programme conducted in a foreign language must be paid by the applicant for the entire academic year by the date of enrolment and by the student by the start of the relevant academic year. Intentional non-payment of the fee within the specified period is a disciplinary offence pursuant to Section 64 of the Act.
7. Fees related to studies under paragraph 1 shall be paid by bank transfer to the UJEP bank account.
8. When deciding on an appeal against the dean's decision to assess a fee under paragraph 1(c), the rector may reduce, waive or defer the payment of the assessed fee in the following cases:
  - a) outstanding academic or creative achievements,
  - b) participation in a foreign mobility programme,
  - c) difficult social or health situations,
  - d) recognised period of parenthood,
  - e) other reasons worthy of special consideration.
9. Details of the procedure for assessing the fee under paragraph 1(c) are set out in the Rector's Directive.

**Article 24**  
**Delivery of documents to applicants, students and persons with interrupted studies**

Decisions and other documents in the admission procedure<sup>33</sup>, in the procedure concerning the rights and obligations of students<sup>34</sup>, and in the procedure concerning transfers between study programmes<sup>35</sup> shall be delivered to applicants, students or persons with interrupted studies via the UJEP electronic information system. For the admission procedure, the faculty shall publish information for applicants about this method of delivery together with the facts published in accordance with Section 49(5) of the Act.

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<sup>33</sup> Section 50 of the Act.

<sup>34</sup> Section 68 of the Act.

<sup>35</sup> Section 54b of the Act.

## **PART FIVE UJEP MANAGEMENT**

### **Article 25 Disposal of property**

1. In its financial management, UJEP is governed in particular by the Act and other special legal regulations, decisions on the provision of contributions and subsidies from the state budget, their purpose of use and settlement of subsidies with the state budget, which are provided in particular by the Ministry of Education, Youth and Sports (hereinafter referred to as "MEYS") and the UJEP Financial Management Rules, which form Annex No. 1, and other internal regulations and internal standards of UJEP.
2. UJEP owns the property necessary for the activities for which it was established and for the activities it performs in its supplementary activities.
3. When disposing of UJEP property, in particular when acquiring and transferring such property, the following persons act and decide on its behalf:
  - a) the rector in matters specified in Section 15(1)(a) to (d) of the Act and in the disposal of gifts and items of cultural value, unless they are intended for one of the faculties or other parts of UJEP, as well as in other matters which it reserves for itself,
  - b) the bursar in matters not specified under letters a), c) and d),
  - c) pro-rectors in the area of their management competence as defined by the organisational rules, and deans in matters of property which they are authorised to manage, up to an amount of CZK 750,000 excluding value added tax, to the extent specified by the organisational rules,
  - d) other employees within the scope specified by the organisational rules, or by measures taken by the persons referred to in points a) to c) if this scope is not specified in the organisational rules.
4. The property of UJEP is entrusted to the administration of faculties and other parts of UJEP in accordance with the organisational rules and other internal regulations and internal standards of UJEP, which set out the rules for recording property and the responsibilities of UJEP employees in the management of property.
5. The bursar, vice-rectors, deans or senior employees of other UJEP units are responsible to the rector for the effective use of financial resources and the proper management of UJEP property.
6. The components of UJEP are obliged to use the entrusted property to fulfil tasks in educational and creative activities. They may also use it for supplementary activities in accordance with the law, these statute, other internal regulations and internal standards of UJEP.

## **PART SIX CONTROL ACTIVITIES AT UJEP**

### **Article 26 Internal control activities**

1. Internal control activities are part of UJEP management and are ensured by management control and the internal audit department.
2. Management control is performed by senior employees within the framework of superior-subordinate relationships as part of their assigned tasks and operations.
3. The Internal Audit Department is established for the purpose of independent and objective evaluation of operations and the internal control system at UJEP.
4. Based on the findings of internal control activities, appropriate measures are taken, and the findings are used for operational decision-making and for the preparation of the UJEP's strategic plan.
5. The academic bodies of UJEP carry out control activities in accordance with the law.

**PART SEVEN  
ACADEMIC INSIGNIA, CEREMONIES AND HONOURS**

**Article 27  
Academic insignia**

Academic insignia are an outward expression of the authority and responsibility of the rector, vice-rectors, deans and vice-deans, as well as an expression of academic traditions. Academic insignia are used during matriculation, graduation, inauguration and other ceremonial occasions.

**Article 28  
Gowns**

The following persons are authorised to wear UJEP gowns on ceremonial occasions:

- a) the rector, vice-rectors, deans, vice-deans,
- b) the bursar, secretaries,
- c) academic staff as determined by the rector,
- d) students, as decided by the rector,
- e) distinguished guests of UJEP and its faculties, as decided by the rector,
- f) beadles.

**Article 29  
Matriculation, graduation, inauguration and awarding of the UJEP Medal**

1. The Dean or one of the Vice-Deans shall participate in the matriculation of students in bachelor's and master's degree programmes and in the graduation ceremonies of graduates of bachelor's degree programmes.
2. The rector or, in his/her absence, one of the vice-rectors, and the dean or, in his/her absence, one of the vice-deans, shall attend the graduation ceremonies of graduates of master's and doctoral study programmes and the graduation ceremonies of graduates of master's study programmes who have passed a rigorous examination.
3. The wording of the matriculation and graduation oaths is governed by the statutes of the faculties.
4. Inaugurations are attended by members of the academic community and invited guests.
5. The awarding of honorary doctorates and the awarding of the UJEP Medal are governed by the Rector's Directive.

**Article 30  
Visiting Professors**

1. The title "visiting professor at UJEP" may be used during their tenure at UJEP by teachers from other universities or other legal entities, especially foreign ones, who have been awarded this title by the Rector after discussion in the Scientific Council.
2. Visiting professors have the rights and obligations of members of the academic community, with the exception of the right to vote and be elected to academic senates.

**Article 31  
Emeritus Professors of UJEP**

1. A professor who is over 65 years of age and has previously been employed at UJEP may be appointed as an emeritus professor of UJEP. Emeritus professors are appointed by the rector on the recommendation of the faculty's scientific council.
2. UJEP Emeritus Professor is an honorary title that does not confer membership in the academic community. Emeritus professors have the right to participate in meetings of the academic community and the academic senate, and if they request to speak, they are granted the floor. Emeritus professors also have the right to continue their creative activities at the faculty with the dean's consent and to use its facilities and information technology for this purpose; otherwise, appointment as an emeritus professor does not confer any property rights.

**PART EIGHT  
COMMON, TRANSITIONAL AND FINAL PROVISIONS**

**Article 32**

**Annexes to the Statute, Internal Regulations and Internal Standards of the UJEP**

1. The following forms part of these Statute:
  - a) Annex No. 1 – UJEP Financial Management Rules,
  - b) Annex No. 2 – Fees related to studies,
  - c) Annex No. 3 – Election Rules for the Election of a Candidate for Appointment as Rector.
2. The internal regulations of UJEP are the regulations specified in Section 17(1)(a) to (j) of the Act and, pursuant to Section 17(1)(k) of the Act, the following additional regulations:
  - a) Rigorous Regulations of the UJEP,
  - b) UJEP Lifelong Learning Regulations,
  - c) Rules for habilitation proceedings and proceedings for appointment as a professor at UJEP,
  - d) Rules for making monetary and non-monetary contributions to legal entities and discussing proposals for the establishment of legal entities by Jan Evangelista Purkyně University in Ústí nad Labem,
  - e) Rules ensuring reasonable accommodations to equalise opportunities to study at UJEP,
  - f) Rules for the creation, approval and modification of UJEP study programmes.
3. The organisational rules and work rules for employees are issued by the rector after discussion by the academic senate in the form of a rector's order. The rules of procedure of the UJEP Ethics Committee are issued by the rector after discussion by the academic senate in the form of a rector's directive.

**Article 33**

**Transitional provisions**

If an internal regulation or internal standard of UJEP or its faculty refers to a statute effective prior to the effective date of this statute, the reference shall apply to the relevant provisions of this statute.

**Article 34**

**Final provisions**

1. The Statute of the UJEP registered by the Ministry of Education, Youth and Sports on 22 December 2016 under ref. no. MSMT- 38609/2016, as amended, is hereby repealed.
2. These Statute were approved in accordance with Section 9(1)(b)(3) of the Act by the Academic Senate of UJEP on 29 October 2025 and on 26 November 2025.
3. These Statute shall enter into force pursuant to Section 36(4) of the Act on the date of their registration by the Ministry of Education, Youth and Sports.
4. These statute shall take effect on the first day of the calendar month following the date of their registration by the Ministry of Education, Youth and Sports.

doc. RNDr. Jaroslav Koutský, Ph.D., v. r.  
Rector

## **RULES OF MANAGEMENT OF THE UJEP**

### **Article 1**

#### **Budget and its sources**

1. UJEP manages its finances according to a budget of costs and revenues, which it compiles for the calendar year. The UJEP budget must not be compiled as a deficit. The budget of costs and revenues for supplementary activities must ensure the profitability of these activities after taxation.
2. The UJEP obtains the financial resources to ensure activities financed from non-investment funds mainly from:
  - a) from contributions to the school from the state budget for educational and creative activities, to which it is entitled under Section 18(2) to (4) of the Act,
  - b) from support for research, experimental development and innovation from public funds in accordance with a special legal regulation,
  - c) from subsidies from the state budget,
  - d) from fees associated with study,
  - e) from income from property,
  - f) from other income or contributions other than those referred to in point (a) from the state budget, state funds, the National Fund, municipal and regional budgets and the European Union budget,
  - g) from income from supplementary activities,
  - h) from income from donations and inheritances,
  - i) from income from foundations and endowment funds,
  - j) pooling of financial resources,
  - k) from own funds created,
  - l) loans from financial institutions.

The UJEP obtains funds to finance activities financed from capital resources mainly through:

- a) from individual or systemic capital transfers (capital subsidies) from the state budget,
  - b) from contributions to the school or subsidies from the state budget outside the programme funding,
  - c) from other revenues or contributions than those specified in point (a) from the state budget, state funds, the National Fund and the budgets of municipalities and regions,
  - d) from the fund's own resources for the reproduction of investment assets, the fund for earmarked resources,
  - e) from donations and inheritances, from income from foundations and endowment funds,
  - f) pooling of financial resources,
  - g) loans from financial institutions.
3. UJEP is entitled to a contribution for the school from the state budget pursuant to Section 18(2)(a) of the Act. The Ministry of Education, Youth and Sports decides on the provision of a contribution for the school on the basis of an application from UJEP by means of a decision specifying the amount to be provided. The following factors are decisive in determining the amount of the contribution to the school the type and financial demands of accredited study programmes and lifelong learning programmes, the number of students and the results achieved in educational and creative activities and their complexity, or commitments to achieve certain results in educational and creative activities accepted by UJEP within the framework of a programme approved by the government, the strategic plan of the UJEP and the annual plan for its implementation, and the strategic plan for educational and creative activities in the field of higher education prepared by the Ministry of Education, Youth and Sports (hereinafter referred to as the "strategic plan of the Ministry of Education, Youth and Sports") and the annual plan for its implementation. UJEP is entitled to an advance payment for the school from the state budget, determined on the basis of decisive data as of 31 October of the previous calendar year. The contribution for the school from the state budget is provided from the budget chapter in accordance with the general regulations for the provision of state budget funds for subsidies<sup>36</sup>, unless the law provides otherwise. The Ministry of Education, Youth and Sports shall provide the contribution to the school by transfer from its account to the UJEP bank account.
4. The Ministry of Education, Youth and Sports shall determine by decision whether the contribution provided to the school or the subsidy from the state budget is a contribution from the state budget to the financing of

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<sup>36</sup> Section 10(2) of Act No. 218/2000 Coll., on budgetary rules and on amendments to certain related acts (budgetary rules), as amended.

the programme<sup>37</sup>, whereby the contribution to the school or the subsidy from the state budget for the construction<sup>38</sup> is always, with the exception of its maintenance and repairs, the state budget's participation in the financing of the programme if it exceeds CZK 10,000,000 and if the second sentence of Section 18(4) of the Act does not apply.

5. UJEP is obliged to draw and use the contribution for the school in accordance with Section 18(2)(a) of the Act in accordance with the purpose to be achieved and in accordance with special legal regulations governing accounting. At the end of each calendar year, UJEP shall transfer the balances of the contribution for the school to its funds for the following calendar years. The Ministry of Education, Youth and Sports shall withdraw the contribution for the UJEP school by decision if it is used in contravention of the law or in contravention of the decision to grant the contribution, if the accredited study programme for which the contribution to the school was granted has ceased to exist, or if the contribution granted to the school is in conflict with the strategic plan of UJEP or the annual plan for its implementation.
6. UJEP is entitled to a subsidy from the state budget for the development of the university. The Ministry of Education, Youth and Sports may provide UJEP with subsidies from the state budget, in particular for student accommodation and meals. The conditions for subsidies from the state budget, their use and accounting are governed by the general regulations for the management of state budget funds<sup>39</sup> and special legal regulations governing support for research and development. The amount of subsidies from the state budget is determined by the strategic plan of UJEP and its annual implementation plan, as well as the strategic plan of the Ministry of Education, Youth and Sports and its annual implementation plan.
7. The UJEP is obliged to ensure that the funds created by the transfer of the balance of the contribution to the school pursuant to paragraph 5 are used only in accordance with the European Union rules for the provision of public support so that there is no distortion or threat of distortion of competition, and further, that the funds obtained from profits derived from the performance of basic research, applied research or experimental development and the dissemination of their results through teaching, publishing or technology transfer, which were supported from public funds, are used retrospectively only for these activities, or for the dissemination of their results or for teaching.

#### **Article 2 UJEP Funds**

UJEP establishes the following funds:

- a) a reserve fund intended primarily to cover losses in subsequent accounting periods,
- b) a fund for the reproduction of fixed assets,
- c) a scholarship fund,
- d) a remuneration fund,
- e) a special-purpose fund,
- f) social fund,
- g) operating funds fund.

#### **Article 3 Reserve fund**

1. The source of the reserve fund (hereinafter referred to as "RF") is an allocation from after-tax profit and a transfer of funds from the fixed asset reproduction fund, the remuneration fund and the operating funds fund.
2. RF funds may be used in particular to cover losses in subsequent accounting periods or to transfer funds to the investment asset reproduction fund, remuneration fund and operating funds.

#### **Article 4 Investment property reproduction fund**

1. The sources of the investment property reproduction fund (hereinafter referred to as "FRIM") are:
  - a) allocation from after-tax profit,
  - b) balances of contributions to the school from the state budget pursuant to Article 1(2)(a) of these rules as at 31 December of the current year,
  - c) accounting depreciation of fixed assets<sup>40</sup>,

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<sup>37</sup> Sections 12 and 13 of Act No. 218/2000 Coll., on budgetary rules and on amendments to certain related acts (budgetary rules), as amended.

<sup>38</sup> Communication of the Czech Statistical Office No. 321/2003 Coll., on the introduction of the CZ-CC Classification of Construction Works.

<sup>39</sup> Act No. 218/2000 Coll., on budgetary rules and on amendments to certain related acts (budgetary rules), as amended.

<sup>40</sup> E.g. Act No. 563/1991 Coll., on accounting, as amended;

- d) transfer of funds from the reserve fund, remuneration fund and operating fund.
2. FRIM funds may be used:
- a) to acquire fixed assets,
  - b) to provide funds to other persons under a concluded agreement on joint investment activities,
  - c) to repay investment loans and borrowings,
  - d) as a supplementary source of financing for repairs and maintenance of investment assets to secure the investment needs of UJEP (accounted for in UJEP revenues),
  - e) to transfer funds to the RF, remuneration fund and operating fund.

#### **Article 5 Scholarship Fund**

1. The sources of the scholarship fund (hereinafter referred to as "STF") are:
- a) transfers of tuition fees pursuant to Section 58(3) of Act<sup>41</sup>,
  - b) transfers of tax-deductible expenses pursuant to a special legal regulation<sup>42</sup>.
2. The STF is not funded by funds provided to the UJEP for scholarships as part of a contribution to the school or subsidies from the state budget; these funds are subject to annual settlement with the state budget.
3. STF funds may be used to pay scholarships in accordance with the UJEP Scholarship Regulations and faculty scholarship regulations. The use of STF is accounted for in revenues and expenses.

#### **Article 6 Remuneration Fund**

1. The source of the remuneration fund (hereinafter referred to as "FO") is an allocation from after-tax profits and a transfer of funds from the RF, FRIM and the operating fund.
2. FO funds may be used to pay extraordinary bonuses in accordance with the UJEP Internal Wage Regulations<sup>43</sup> and to transfer funds to the RF, FRIM and the operating funds.

#### **Article 7 Special-purpose fund**

1. The sources of the special-purpose fund (hereinafter referred to as "FÚP") are:
- a) earmarked donations, with the exception of donations intended for the acquisition and technical improvement of fixed assets,
  - b) earmarked funds from abroad,
  - c) earmarked public funds, including funds for earmarked and institutional support for research, experimental development and innovation from public funds, which could not be used by UJEP in the budget year in which they were provided.
2. Earmarked funds pursuant to paragraph 1(c) may be transferred by UJEP to the FÚP up to 10% of the volume of earmarked public funds provided to UJEP for individual research, experimental development and innovation projects in a given calendar year, unless, in the case of multi-year projects, the provider of support stipulates otherwise in the contract on the provision of support or in the decision on the provision of support; in the case of other support from public funds, up to 5% of the volume of this support provided to UJEP in the given calendar year, except for development subsidies pursuant to Article 1(6), first sentence, which may be transferred in unlimited amounts. UJEP is obliged to notify the provider of earmarked funds in writing of any transfer.
3. The UJEP may only use FÚP funds for the purpose for which they were provided.

#### **Article 8 Social Fund**

1. The source of the social fund (hereinafter referred to as "FS") is a basic allocation of up to 1% of the annual volume of UJEP costs accounted for wages, wage compensation and remuneration for on-call duty, the

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<sup>41</sup>Section 58(6) of Act.

<sup>42</sup>Section 24(2)(zr) of Act No. 586/1992 Coll., on Income Tax, as amended.

<sup>43</sup>Section 17(1)(d) of the Act.

amount of which shall be determined by the Rector as a percentage as one of the indicators of the UJEP budget at the expense of UJEP costs.

2. The funds allocated to the FS may be used for employee care in accordance with the approved rules, which must be in accordance with Section 18(12) of the Act.

#### **Article 9 Operating Fund**

1. The source of the operating fund (hereinafter referred to as "FPP") is an allocation from after-tax profits, the balance of the contribution from the state budget as at 31 December of the current year, and the transfer of funds from the RF, FRIM and FO.
2. Funds allocated to the FPP may be used exclusively to cover current expenses in the given calendar year and to transfer funds to the RF, FRIM and FO.

#### **Article 10 Provisions on funds**

1. Profit after tax may be distributed to funds only if losses from previous years have been covered.
2. Fund balances as at 31 December of the current year shall be transferred to the following budget year.
3. UJEP is authorised to transfer funds between RF, FRIM, FO and FPP based on legitimate needs. This transfer may be carried out at the proposal of deans and heads of other UJEP departments by decision of the rector.
4. The distribution of after-tax profits among individual UJEP funds shall be decided by the Rector, unless otherwise provided by law or other special legal regulations, upon the proposal of the Dean.

#### **Article 11 Supplementary activities**

1. In its supplementary activities, UJEP performs activities related to its educational and creative activities for remuneration. Supplementary activities must not jeopardise the quality, scope and availability of the activities for which UJEP was established.
2. The management of supplementary activities is governed by the Rector's guidelines.

#### **Article 12 Financing of special-purpose facilities**

1. UJEP finances the current and capital expenditures of its special-purpose facilities such as canteens, dormitories, hostels, facilities for the education of young people and adults, the operation of libraries, gyms and other sports facilities, provided that they serve UJEP employees or students.
2. If UJEP uses special-purpose facilities jointly with another person, it shall contribute to the costs or revenues according to the proportional indicators of use agreed in the concluded contract. The payment of a proportional part of the use of special-purpose facilities may also be agreed contractually as a lump sum.

#### **Article 13 Provision of contributions**

1. UJEP is entitled to pay for the operation of its own catering facilities, except for the value of food, providing UJEP employees with one main meal per day, or to contribute to its employees in accordance with the conditions approved in the collective agreement up to 55% of the price of one main meal per day, but no more than 70% of the meal allowance for a business trip lasting 5 to 12 hours, in accordance with the special legal regulation<sup>44</sup>, if the UJEP employee eats at other catering facilities on the basis of a concluded contract for company catering.
2. UJEP is not entitled to contribute to student meals, but it is entitled to cover up to the actual costs, excluding the value of food, of operating its catering facilities providing students with two main meals per day.
3. UJEP is entitled to provide contributions to natural persons other than its employees in accordance with special legal regulations.

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<sup>44</sup> Section 163 of Act No. 262/2006 Coll., Labour Code, as amended,  
Section 24(2)(j)(4) of Act No. 586/1992 Coll. of the Czech National Council, on Income Tax, as amended.

**Article 14**  
**General and final provisions**

1. UJEP may not acquire securities other than those issued by the state or securities for which the state has guaranteed repayment, as well as securities of commercial corporations in which UJEP has invested assets.
2. The disposal of UJEP assets shall be decided by the rector or by the bodies or persons specified in Article 25 of these Statute. In the cases specified in Section 15(1)(a) to (d) of the Act, the rector shall decide after obtaining the prior consent of the UJEP Administrative Board.
3. In carrying out its activities, UJEP is obliged to act economically and use the funds provided to it from the state budget in accordance with subsidy agreements and contribution agreements and in accordance with the material performance. The rector is responsible to the Minister of Education, Youth and Sports for the effective use of contributions to the school and subsidies from the state budget, for the settlement of contributions and subsidies with the state budget, and for the proper management of UJEP's assets.
4. UJEP is authorised to take out loans, repayable financial assistance and loans for investments and operating expenses for its activities, provided that their acceptance does not give rise to claims against the state budget and that their repayment is ensured within the framework of UJEP's management. The state does not guarantee UJEP's liabilities.
5. UJEP is not authorised to assume liability for the monetary debt of another person or to establish a lien on real estate. UJEP is authorised to establish legal entities or participate in their establishment as one of the founders, or to join these legal entities, provided that the subject of activity of these legal entities is related to the educational or creative activities of UJEP. In particularly justified cases, this may also include activities that serve to make more effective use of UJEP's human resources and assets. UJEP is not authorised to become a partner in a public trading company or a general partner in a limited partnership. Furthermore, UJEP is not authorised to contribute to a commercial company or cooperative immovable property acquired by a public university from the state, contributions provided to the university from the state budget pursuant to Section 18(3) of the Act, or subsidies provided from the state budget pursuant to Section 18(4) of the Act. The condition for monetary and non-monetary contributions to legal entities is the establishment of rules by internal regulations of UJEP.
6. UJEP pays contributions under the concluded association agreement from resources that it is authorised to use for the activities for which it has formed an association.
7. UJEP is obliged to strictly separate the costs and revenues associated with supplementary activities.

## **FEES ASSOCIATED WITH STUDY**

### **Article 1**

#### **Determination of fees**

1. The basis for determining the amount of fees associated with study is announced in accordance with Section 58(2) of the Ministry of Education, Youth and Sports Act.
2. The following applies to the amount of fees associated with studying at UJEP:
  - a) the amount of the fee for activities related to the admission procedure for study in a study programme in the Czech language pursuant to Section 58(1) of the Act is equal to four-fifths of the maximum amount permitted by law, rounded up to the nearest ten crowns,
  - b) the fee for activities related to the assessment of fulfilment of the conditions for admission to study pursuant to Section 48(7) of the Act is equal to the maximum amount permitted by law, rounded down to the nearest ten crowns,
  - c) the fee for studying in a bachelor's or master's study programme conducted in the Czech language when exceeding the standard period of study extended by one year pursuant to Section 58(3) of the Act is CZK 24,000 for each commenced 6 months of study,
  - d) the amount of the fee for study in a bachelor's, master's or doctoral study programme conducted in a foreign language pursuant to Section 58(4) of the Act shall be determined by the rector on the proposal of the dean of the relevant faculty in the form of an order, taking into account in particular the economic demands of the study programme, the costs of ensuring the quality of studies and current practice in the relevant field of education.

### **Article 2**

#### **Publication of fees**

The amount of fees associated with studies valid for the next academic year shall be published by UJEP in the public section of the UJEP website no later than before the deadline for submitting applications for studies.

## **ELECTION RULES FOR THE ELECTION OF A CANDIDATE FOR APPOINTMENT AS RECTOR**

### **Article 1**

#### **Introductory provisions**

1. The election rules for the election of a candidate for appointment as rector regulate the procedure for the Academic Senate to decide on a proposal for appointment as rector.
2. The election of a candidate for appointment as rector shall be announced by the Academic Senate together with instructions and deadlines for its preparation. The Academic Senate shall do so no later than 60 days before the end of the term of office of the current rector, or in the event of the rector's resignation, dismissal or death, without undue delay.

### **Article 2**

#### **Election Committee**

1. A three-member election committee shall be responsible for preparing the election of candidates for appointment as rector and shall oversee the conduct of the election.
2. The members of the election committee for the election of the candidate for appointment as rector and its chairperson shall be appointed by the Academic Senate from among its members.

### **Article 3**

#### **Candidates**

1. Nominations for the position of rector (hereinafter referred to as "candidate") may be submitted by members of the academic community. The deadline for submitting nominations shall be at least 14 days.
2. Nominations for candidates shall be submitted by the nominator in paper form to the election committee via the UJEP Central Registry. Nominations must include, in particular:
  - a) the first name and surname, including titles, position and workplace of the proposed candidate,
  - b) the nominee's consent to the nomination,
  - c) the name and signature of the proposer,
  - d) the candidate's professional CV,
  - e) a certificate of good conduct in accordance with special legal regulations.<sup>45</sup>
3. From the nominations received for candidates who meet the conditions set out in paragraphs 1 and 2, the election committee shall compile a list of candidates containing the names of all candidates in alphabetical order and shall submit it to the chair of the academic senate by the specified deadline.
4. The chair of the Academic Senate shall convene a meeting of the academic community at which all candidates listed on the list of candidates shall present their election programme to the meeting and answer questions from the members of the academic community present.

### **Article 4**

#### **Election**

1. The Academic Senate shall elect a candidate by secret ballot at a regular meeting.
2. The election of the candidate shall be conducted using ballot papers containing the names of the candidates in alphabetical order with assigned serial numbers. The voter shall mark the serial number of the candidate of their choice by circling it. Ballot papers marked in any other way shall be invalid.
3. The election of a candidate may involve several rounds, all of which shall take place at the same meeting.
4. Candidates may withdraw their candidacy before individual rounds of voting.

### **Article 5**

#### **Procedure for the election of three or more candidates**

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<sup>45</sup> Act No. 451/1991 Coll., laying down certain additional conditions for the performance of certain functions in state authorities and organisations of the Czech and Slovak Federal Republic, the Czech Republic and the Slovak Republic, as amended.

1. A candidate is elected if they receive a majority of the votes of all members of the Academic Senate.
2. If none of the candidates is elected, the election committee shall draw up a list of candidates for the next round of the election by removing from the list of candidates from the last round the candidate who received the lowest number of votes, or, if there are several such candidates, all candidates who received the lowest number of votes.
3. If the number of candidates on the new list of candidates is
  - a) greater than two, the next round of elections shall take place in accordance with paragraphs 1 and 2,
  - b) equal to two, another round of elections shall be held in accordance with Article 6,
  - c) less than two, a conciliation procedure shall be held in accordance with Article 8 and the election shall be repeated with the candidate list from the last round in accordance with paragraphs 1 and 2.

#### **Article 6**

##### **Procedure for the election of two candidates**

1. A candidate is elected if they receive a majority of the votes of all members of the Academic Senate.
2. If none of the candidates is elected, a conciliation procedure shall be conducted in accordance with Article 8 and the election shall be repeated in accordance with paragraphs 1 and 3.
3. If none of the candidates is elected in the repeat election, the election is terminated and the Academic Senate announces new elections without undue delay.

#### **Article 7**

##### **Procedure for the election of a single candidate**

1. The election of a single candidate shall apply if the list of candidates contains only one candidate or if, as a result of the withdrawal of the other candidates, only one candidate remains before the election.
2. The candidate is elected if they receive a majority of the votes of all members of the Academic Senate.
3. If the candidate is not elected, the election shall be terminated and the Academic Senate shall announce new elections without undue delay.

#### **Article 8**

##### **Conciliation procedure**

1. The conciliation procedure is a debate among the members of the Academic Senate on the candidates in the final round, in which they exchange their opinions and arguments.
2. The conciliation procedure under paragraph 1 shall take place at a closed working meeting of the members of the Academic Senate. The meeting of the Academic Senate shall be suspended for the duration of the conciliation procedure.

#### **Article 9**

##### **Announcement of results and minutes of the candidate election**

1. The election committee shall evaluate the individual rounds of the candidate election so that all those present can follow the results.
2. Immediately after the election of the candidate, the Election Committee shall inform the Academic Senate and all candidates of the results.
3. The Election Committee shall draw up minutes of the election of the candidate, signed by all members of the Committee present at the election, and shall submit them to the Chair of the Academic Senate. This concludes the activities of the Election Committee.

#### **Article 10**

##### **Complaints about the candidate election process**

Candidates and members of the academic community may, within three working days of the announcement of the election results (Article 9(2)), submit a complaint about the conduct of the elections to the chair of the Academic Senate in paper form via the UJEP Central Registry. The Academic Senate shall review the complaint within 30 days and either reject it or cancel the election and announce a new one without undue delay.