



**OSTRAVSKÁ**  
UNIVERZITA

## **STATUTE OF THE UNIVERSITY OF OSTRAVA**

Approved by the Academic Senate of the University of Ostrava: 28 February 2017

Registered by the Ministry of Education, Youth and Sports: 24 March 2017

Valid from: 24 March 2017

Effective from: 24 March 2017

---

*Under Section 36, Subsection 2, Act no. 111/1998 Sb. on Higher Education and on amendments and additions to other acts (the Higher Education Act), the Ministry of Education, Youth and Sports registered the Statute of the University of Ostrava on 24 March 2017 under ref. no. MSMT-8159/2017.*

.....  
*Mgr. Karolína Gondková*  
*Head, Higher Education Department*

---

## **PREAMBLE**

### **A university with a mission – open to the world, working for the region**

The University of Ostrava is an institution which sees its role as the development of the humanities, medicine, science and the arts in a region traditionally associated primarily with industry and technical fields.

The University of Ostrava strives to be an institution which effectively supports high-quality research activities and also systematically seeks out new areas of research, creating research teams with the potential to achieve excellent results.

The University of Ostrava is open to the challenges of today's society and takes a responsible and individual approach to a broad range of students, including specific groups (seniors, socially disadvantaged students, students with special needs). The University supports equal access to education and open communication with the public.

The University of Ostrava aims to contribute to the development of solutions for the most pressing problems of the Moravian-Silesian Region – whether social, environmental, or medical – and to shape Ostrava into a genuine university city. As part of these efforts, the University will continue to develop its potential enabling it to contribute to a better understanding of the identity, culture and history of the region and to cultivate the life of the region through its artistic and creative endeavours.

The University of Ostrava is in a position to introduce progressive European trends in scholarship and education into the life of the region, as well as creating conducive conditions for international cooperation and a supportive environment for academics and students from other countries.

## **Part One INTRODUCTORY PROVISIONS**

### **Article 1**

#### **Name, registered address and type of higher education institution**

1. The name of the higher education institution (in the Czech language) is “Ostravská univerzita” (i.e. “the University of Ostrava”; hereunder also “(the) University”).
2. For the purpose of communication in languages other than Czech, the foreign-language names of the University of Ostrava and its constituent parts as listed in Appendix 1 (“Variant Names of the University of Ostrava and its Constituent Parts”) are used.
3. The registered address of the University of Ostrava is Dvořákova 138/7, 701 03 Ostrava, Czech Republic.
4. Under Section 2, Act no. 111/1998 Sb. on higher education and on amendments and additions to other acts (the Higher Education Act), as subsequently amended (hereunder “the Higher Education Act”), the University of Ostrava is a public higher education institution categorized as a university.
5. The University of Ostrava is a research organization as per Section 2, Subsection 2d), Act no. 130/2002 Sb. on support for research, experimental development and innovation from public funds and on amendments to several related acts (the Research and Development Support Act), as subsequently amended.

### **Article 2**

#### **Legal predecessors of the University of Ostrava**

1. The legal predecessor of the University of Ostrava as a public higher education institution was “Ostravská univerzita, se sídlem v Ostravě” (i.e. “the University of Ostrava, with its registered

address in Ostrava”), established by Czech National Council Act no. 314/1991 Sb. on the establishment of the Silesian University, the South Bohemian University, the West Bohemian University, Jan Evangelista Purkyně University and the University of Ostrava, 9 July 1991. This Act became effective on 28 September 1991.

2. The legal predecessor of the University of Ostrava was “Pedagogická fakulta v Ostravě” (i.e. “the Faculty of Education in Ostrava”); under Czech National Council Act no. 314/1991 Sb. on the establishment of the Silesian University, the South Bohemian University, the West Bohemian University, Jan Evangelista Purkyně University and the University of Ostrava, said institution was merged with “Ostravská univerzita v Ostravě” (i.e. “the University of Ostrava in Ostrava”).

### **Article 3**

#### **The mission of the University of Ostrava**

1. The mission of the University of Ostrava is specified in Section 1 of the Higher Education Act. The University of Ostrava is a supreme institution engaged in education, science and scholarship, research, development and innovation, and artistic activities.
2. The University of Ostrava provides degree programmes at Bachelor’s, Master’s and doctoral levels; in conjunction with this activity it also engages in science and scholarship, research, development and innovation, artistic and other activities (hereunder subsumed under the term “creative activities”). The University also provides lifelong learning programmes.
3. The University of Ostrava conducts basic research, applied research, experimental development and innovation; it disseminates the results of these activities via teaching, publication and the transfer of technologies into practical applications.
4. The University of Ostrava also carries out supplementary activities as per Section 20 of the Higher Education Act.

### **Article 4**

#### **The legal status of the University of Ostrava**

1. The University of Ostrava is a legal entity.
2. The Statute of the University of Ostrava is the University’s basic internal regulation as per Section 17 of the Higher Education Act; it defines the system for the management and organization of all activities ensuing from the University’s mission. Other internal regulations of the University and its Faculties are issued in accordance with the University’s Statute.

### **Article 5**

#### **The academic community of the University of Ostrava**

1. The academic community of the University of Ostrava consists of the University’s academic staff and its students.
2. An academic staff member becomes a member of the University’s academic community on the date on which the academic staff member begins work for the University having concluded a contract of employment with the University.
3. A student becomes a member of the University’s academic community on the date on which the student enrolls (registers) as a student of the University.
4. Membership of the University’s academic community expires:
  - a) in the case of academic staff, on the date on which the staff member’s employment at the University is terminated;
  - b) in the case of students, on the date on which their studies at the University are terminated in accordance with Sections 55 and 56 of the Higher Education Act.

## **Article 6**

### **Academic freedoms and academic rights**

1. The University of Ostrava guarantees the following academic freedoms and academic rights in accordance with Section 4 of the Higher Education Act:
  - a) freedom of scholarship, research and artistic activities and the publication of the results of these endeavours and activities, consisting primarily in freedom of choice with regard to the formulation of scholarly topics and artistic forms, scholarly methodology and artistic approach, and the manner of publication;
  - b) freedom of teaching, consisting primarily in the openness of teaching to various scholarly opinions, methods of scholarship and research, and artistic directions;
  - c) the right to study, incorporating freedom of choice of the student's focus of study within the given degree programme and the freedom to express one's opinion during the teaching process;
  - d) the right of members of the academic community of the University and its Faculties to elect self-government bodies in accordance with the conditions stipulated by the Higher Education Act, this Statute, the Electoral Regulations of the Academic Senate of the University of Ostrava, the Statutes of the Faculties, and the Electoral Regulations of the Academic Senates of the Faculties;
  - e) the right to use academic insignia and to conduct academic ceremonies in accordance with Article 63.

## **Part Two**

### **OFFICIAL BODIES OF THE UNIVERSITY OF OSTRAVA**

#### **Article 7**

##### **Official bodies of the University of Ostrava**

1. The academic self-government bodies of the University of Ostrava are the following:
  - a) the Academic Senate of the University of Ostrava (hereunder also "the University of Ostrava Academic Senate");
  - b) the Rector;
  - c) the Academic Council of the University of Ostrava;
  - d) The Council for Internal Evaluation of the University of Ostrava;
  - e) The Disciplinary Committee of the University of Ostrava.
2. Other official bodies of the University of Ostrava are:
  - a) the Board of Trustees of the University of Ostrava;
  - b) the Bursar.

#### **Article 8**

##### **The Academic Senate of the University of Ostrava**

1. The Academic Senate ("Akademický senát") of the University of Ostrava is a representative academic self-government body of the University of Ostrava.
2. Membership of the Academic Senate of the University of Ostrava, and the activities of a member of the Academic Senate of the University of Ostrava, are non-delegable. The number of members of

the Academic Senate of the University of Ostrava, the process for their election and the election of replacement members, and the process for the appointment of the Chairperson(s) and/or other offices of the Academic Senate of the University of Ostrava, are stipulated in the Electoral Regulations of the University of Ostrava Academic Senate.

3. The rules for the sessions, proceedings and the adoption of resolutions of the Academic Senate of the University of Ostrava are stipulated in the Procedural Regulations of the University of Ostrava Academic Senate.
4. Membership of the Academic Senate of the University of Ostrava is mutually exclusive with the offices of Rector, Vice-Rector, Dean, Vice-Dean, Director of a University Institute, Director of another constituent part of the University, Bursar, and Faculty Secretary. The term of office of a member of the Academic Senate of the University of Ostrava is three years.
5. The activities of the Academic Senate of the University of Ostrava are governed primarily by the Higher Education Act, this Statute, and the Procedural Regulations of the University of Ostrava Academic Senate.
6. Administrative and material support for the activities of the Academic Senate is provided by the Rectorate of the University of Ostrava.

## **Article 9 The Rector**

1. The highest office of the University of Ostrava is the Rector (“rektor”). The Rector’s legal status and scope of activities/responsibility are defined by the Higher Education Act, this Statute, and other internal regulations of the University. If a specific legal regulation contains provisions pertaining to an authorized representative, the authorized representative of the University is the Rector.
2. The Rector is appointed and dismissed by the President of the Republic on the basis of a proposal issued by the Academic Senate of the University of Ostrava. The proposal is submitted to the President of the Republic via the Minister of Education, Youth and Sports (hereunder “the Minister”); the submission of the proposal to the Minister is the responsibility of the Chairperson of the Academic Senate of the University of Ostrava.
3. The procedures for the discussion and adoption of resolutions on proposals for the appointment and dismissal of the Rector are stipulated in the Procedural Regulations of the University of Ostrava Academic Senate.
4. The Rector’s term of office is four years. The office of Rector of the University of Ostrava can be held by the same person for a maximum of two successive terms of office.
5. The Vice-Rectors, Bursar and the Directors of University Institutes and other units of the University of Ostrava are directly responsible to the Rector for their activities.
6. The Rector may, within his/her scope of activities/responsibility and in accordance with the Higher Education Act, other generally applicable legal regulations, this Statute, and other internal regulations of the University, issue Orders that are applicable within a defined scope to the employees of all constituent parts of the University of Ostrava.

## **Article 10 The Academic Council of the University of Ostrava**

1. The Chairperson of the Academic Council (“Vědecká rada”) of the University of Ostrava is the Rector, who appoints and dismisses the other members of the Academic Council of the University of Ostrava.
2. The Academic Senate of the University of Ostrava gives the Rector its prior consent to the appointment and dismissal of the other members of the Academic Council of the University of Ostrava. Requests for this consent are submitted to the Academic Senate of the University of Ostrava by the Rector.

3. The members of the Academic Council of the University of Ostrava are leading representatives of the fields in which the University of Ostrava is involved in educational and creative activities.
4. The term of office of the other members of the Academic Council of the University of Ostrava is four years.
5. During the term of office of a member of the Academic Council of the University of Ostrava, membership of the Academic Council of the University of Ostrava is terminated:
  - a) on the date of the member's dismissal;
  - b) on the date on which a written notification of the member's resignation is delivered to the Rector;
  - c) on the date of the member's death;
  - d) on the date following a member's absence from a third successive session of the Academic Council of the University of Ostrava.
6. If the membership of a member of the Academic Council of the University of Ostrava is terminated during the course of said member's term of office, a new member is appointed by the Rector only for the remaining part of the term of office.
7. The procedures for the announcement of sessions, the proceedings of sessions and the adoption of resolutions of the Academic Council of the University of Ostrava are stipulated in the Procedural Regulations of the University of Ostrava Academic Council.
8. The scope of activities/responsibility of the Academic Council of the University of Ostrava is defined in Section 12 of the Higher Education Act, this Statute, and other internal regulations of the University of Ostrava. The area of activity of the Academic Council of the University of Ostrava defined in Section 12, Subsection 1b) and 1c) of the Higher Education Act is delegated to the Council for Internal Evaluation of the University of Ostrava.
9. In addition to the scope of activities/responsibility defined in paragraph 8, the Academic Council of the University of Ostrava also discusses the conferral of the honorary degree "doctor honoris causa" and the award of commemorative medals of the University of Ostrava.

## **Article 11**

### **The Council for Internal Evaluation of the University of Ostrava**

1. The Council for Internal Evaluation ("Rada pro vnitřní hodnocení") of the University of Ostrava has 15 members.
2. The Chairperson of the Council for Internal Evaluation of the University of Ostrava is the Rector.
3. The Vice-Chairperson of the Council for Internal Evaluation of the University of Ostrava is appointed and dismissed by the Rector (following prior consent given by the Academic Senate of the University of Ostrava); the Vice-Chairperson of the Council for Internal Evaluation of the University of Ostrava is an academic staff member of the University of Ostrava and the holder of the title "profesor" (i.e. Professor) or "docent" (i.e. Associate Professor).
4. The Chairperson of the Academic Senate of the University of Ostrava is always a member of the Council for Internal Evaluation of the University of Ostrava.
5. The other members of the Council for Internal Evaluation of the University of Ostrava are appointed and dismissed by the Rector (following prior consent given by the Academic Senate of the University of Ostrava), as follows:
  - a) four members appointed on the basis of a proposal submitted by the Academic Senate of the University of Ostrava, of which one member is always a student of the University;
  - b) four members appointed on the basis of a proposal submitted by the Academic Council of the University of Ostrava;

- c) four members without the requirement for a proposal for appointment.
6. The Rector may reject proposals for the appointment of individual members of the Council for Internal Evaluation of the University of Ostrava submitted by the Academic Senate of the University of Ostrava and the Academic Council of the University of Ostrava, giving grounds for such rejection, and instruct said bodies to submit a new proposal.
7. The term of office of the Vice-Chairperson and the other members of the Council for Internal Evaluation of the University of Ostrava is four years, with the exception of members who are students of the University of Ostrava, whose term of office is two years.
8. During the term of office of a member of the Council for Internal Evaluation of the University of Ostrava, membership of the Council for Internal Evaluation of the University of Ostrava is terminated:
  - a) on the date of the member's dismissal;
  - b) on the date on which a written notification of the member's resignation is delivered to the Rector;
  - c) in the case of a member who is a student of the University, on the date on which said member's studies are terminated;
  - d) in the case of the Vice-Chairperson of the Council for Internal Evaluation of the University of Ostrava, on the date on which said member's employment at the University of Ostrava is terminated;
  - e) on the date of the member's death.
9. If the membership of a member of the Council for Internal Evaluation of the University of Ostrava is terminated during the course of said member's term of office, a new member is appointed by the Rector in accordance with paragraphs 3–7 only for the remaining part of the term of office.
10. The Rector is entitled to invite guests to sessions of the Council for Internal Evaluation of the University of Ostrava. Said guests attend sessions in an advisory capacity; they are entitled to state their opinion, but they do not hold voting rights.
11. The activities of the Council for Internal Evaluation of the University of Ostrava are governed by the Higher Education Act, this Statute, the Statute of the Council for Internal Evaluation of the University of Ostrava (which is an internal regulation of the University of Ostrava), the Rules for the Quality Management System for Educational, Creative and Related Activities and Internal Evaluation of the Quality of Educational, Creative and Related Activities at the University of Ostrava (hereunder "the Quality System Rules") and other internal regulations of the University of Ostrava.
12. The scope of activities/responsibility of the Council for Internal Evaluation of the University of Ostrava is defined in Section 12a, Subsection 4 of the Higher Education Act. The area of activity of the Academic Council of the University of Ostrava defined in Section 12, Subsection 1b) and 1c) of the Higher Education Act is delegated to the Council for Internal Evaluation of the University of Ostrava.
13. At the request of the Rector, the Council for Internal Evaluation of the University of Ostrava also issues a statement of opinion on plans to relinquish an institutional accreditation, discontinue a degree programme or relinquish an accreditation for the conferral of habilitations (associate professorships) or professorships.

## **Article 12**

### **The Disciplinary Committee of the University of Ostrava**

1. The Disciplinary Committee ("Disciplinární komise") of the University of Ostrava discusses disciplinary offences committed by students of the University of Ostrava who are not enrolled (registered) as students at any of the University's Faculties; the Disciplinary Committee of the University of Ostrava submits proposals for decisions to the Rector.

2. The Disciplinary Committee of the University of Ostrava is not constituted if all students of the University of Ostrava are enrolled (registered) at Faculties of the University of Ostrava.
3. The Disciplinary Committee of the University of Ostrava has six members; half of the members are students of the University of Ostrava.
4. Members of the Disciplinary Committee of the University of Ostrava are appointed and dismissed by the Rector (following prior consent given by the Academic Senate of the University of Ostrava); members of the Disciplinary Committee of the University of Ostrava are members of the academic community of the University of Ostrava. The Disciplinary Committee of the University of Ostrava elects a Chairperson from among its members and dismisses the Chairperson.
5. The term of office of members of the Disciplinary Committee of the University of Ostrava is two years. During the term of office of a member of the Disciplinary Committee of the University of Ostrava, membership of the Disciplinary Committee of the University of Ostrava is terminated:
  - a) on the date of the member's dismissal;
  - b) on the date on which the member ceases to be a member of the academic community of the University of Ostrava;
  - c) on the date on which a written notification of the member's resignation is delivered to the Rector;
  - d) on the date of the member's death.
6. If the membership of a member of the Disciplinary Committee of the University of Ostrava is terminated during the course of said member's term of office, a new member is appointed by the Rector only for the remaining part of the term of office.
7. The activities of the Disciplinary Committee of the University of Ostrava are governed by the Higher Education Act, this Statute, and the Disciplinary Regulations for Students of the University of Ostrava.

### **Article 13**

#### **The Board of Trustees of the University of Ostrava**

1. The Board of Trustees ("Správní rada") of the University of Ostrava elects its Chairperson(s) from among its members.
2. Members of the Board of Trustees of the University of Ostrava are appointed and dismissed by the Minister, following consultation with the Rector; members of the Board of Trustees of the University of Ostrava may not be employees of the University of Ostrava.
3. The term of office of members of the Board of Trustees of the University of Ostrava is six years.
4. Membership of the Board of Trustees of the University of Ostrava is terminated on the grounds stipulated in Section 14, Subsection 3 of the Higher Education Act. If the membership of a member of the Board of Trustees of the University of Ostrava is terminated during the course of said member's term of office, a new member is appointed only for the remaining part of the term of office.
5. The activities of the Board of Trustees of the University of Ostrava are governed by the Higher Education Act, this Statute, and the Statute of the Board of Trustees of the University of Ostrava. The scope of activities/responsibility of the Board of Trustees of the University of Ostrava is defined in Section 15 of the Higher Education Act.
6. The date of the conveyance of proposals under Section 14, Subsection 5 of the Higher Education Act is the date on which the proposals are made available to members of the Board of Trustees of the University of Ostrava via the University of Ostrava Portal.



## **Article 14 The Bursar**

1. The Bursar (“kvestor”) is in charge of the financial/economic operations and internal administration of the University of Ostrava. The Bursar represents the University in cases when such representation is stipulated in Orders issued by the Rector.
2. The Bursar is appointed by the Rector on the basis of a recruitment procedure and is dismissed by the Rector.
3. The Bursar reports directly to the Rector and is accountable to the Rector for his/her activities.

## **Part Three ORGANIZATIONAL AND MANAGEMENT STRUCTURE OF THE UNIVERSITY OF OSTRAVA**

### **Article 15 Subdivisions of the University of Ostrava**

1. The University of Ostrava is subdivided into constituent parts, which are:
  - a) Faculties:
    1. the Faculty of Social Studies;
    2. the Faculty of Fine Arts;
    3. the Faculty of Arts;
    4. the Faculty of Medicine;
    5. the Faculty of Education;
    6. the Faculty of Science;
  - b) University Institutes:
    1. the European Research Institute for Social Work;
    2. the Centre of Excellence, Division of UO, Institute for Research and Applications of Fuzzy Modeling of the University of Ostrava;
  - c) other units engaged in educational and creative activities or the provision of information services or technology transfer:
    1. the Centre for Information Technologies;
    2. the University Library;
  - d) service organizations supporting operations at University level:
    1. the Rectorate.
2. The precise Czech names of the constituent parts of the University of Ostrava and their foreign-language versions are given in Appendix 1.
3. All internal regulations of the Faculties must be in accordance with the internal regulations of the University of Ostrava.

## **Article 16**

### **The Faculties of the University**

1. A Faculty ("fakulta") is a constituent part of the University of Ostrava with its own academic community. The scope of its self-governed activities is defined in the Higher Education Act and in this Statute. A Faculty provides at least one accredited degree programme and conducts creative activities.
2. The head of a Faculty is the Dean ("děkan"), who is appointed and dismissed on the basis of a proposal submitted to the Rector by the Academic Senate of the Faculty. The Academic Senate submits this proposal via its Chairperson. The Rector may also dismiss a Dean as a result of his/her own decision, after the Academic Senate of the Faculty has issued a statement of opinion and the Academic Senate of the University of Ostrava has given its consent; this applies in cases of a Dean's serious failure to fulfil his/her duties or if the Dean has seriously damaged the interests of the University of Ostrava or the Faculty. The Chairperson of the Academic Senate of the Faculty must give the Rector adequate prior notification of the date of the session of the Academic Senate of the Faculty at which the proposal for the appointment or dismissal of the Dean will be discussed and voted on.
3. The Dean is accountable to the Rector for his/her activities. This accountability does not affect the Dean's scope of responsibility as defined in Section 24, Subsection 1 of the Higher Education Act and in this Statute.
4. The term of office of a Dean is four years. The office of Dean can be held by the same person at the same Faculty for a maximum of two successive terms of office.
5. The Vice-Deans ("proděkani") deputize for the Dean in areas of responsibility defined by the Dean. The Vice-Deans are appointed and dismissed by the Dean.
6. The Faculty Secretary ("tajemník") is appointed by the Dean on the basis of a recruitment procedure and is dismissed by the Dean. The Faculty Secretary is in charge of the financial/economic operations and internal administration of the Faculty; the scope of the Faculty Secretary's activities/responsibility is defined by an Order issued by the Dean.
7. The Dean appoints and dismisses Vice-Deans after the Academic Senate of the Faculty has issued a statement of opinion on the appointment/dismissal. The Dean also appoints (on the basis of a recruitment procedure) and dismisses (in accordance with the Labour Code) other employees to/from management positions at a constituent part of the Faculty. The period of time for which an employee may be appointed to a management position at a constituent part of the Faculty is determined by an internal regulation of the Faculty.
8. The Dean may, as part of the scope of his/her activities/responsibility and in accordance with the Higher Education Act, other generally applicable legal regulations, this Statute, other internal regulations of the University and the internal regulations of the Faculty, issue Orders that are applicable within a defined scope to the employees working at the Faculty.
9. The official bodies of the Faculty are entitled, unless otherwise stipulated by the Higher Education Act, to make decisions and to act on behalf of the University of Ostrava in the following matters concerning the Faculty:
  - a) the constitution of academic self-government bodies of the Faculty;
  - b) the internal organization of the Faculty;
  - c) conferrals of habilitations (associate professorships) or professorships;
  - d) the use of funds allocated to the Faculty;
  - e) employment-legal relations.
10. The official bodies of the Faculty discuss matters pertaining to paragraph 9e) with the Rector. The Rector and the relevant official body of the Faculty may agree to restrict the range of matters that are discussed in this manner.

11. The official bodies of the Faculty are, additionally, entitled to make decisions and to act on behalf of the University of Ostrava in the following matters concerning the Faculty:
  - a) the creation and provision of degree programmes, in accordance with the conditions stipulated in the Quality System Rules and in accordance with the Strategic Plan for Educational and Creative Activities of the University of Ostrava (hereunder “the Strategic Plan of the University of Ostrava”) and the annual implementation plan for the Strategic Plan of the University of Ostrava;
  - b) the strategic planning of creative activities, in accordance with the conditions stipulated in the Quality System Rules and in accordance with the Strategic Plan of the University of Ostrava and the annual implementation plan for the Strategic Plan of the University of Ostrava;
  - c) international relations and activities, in accordance with the conditions stipulated in the Quality System Rules and in accordance with the Strategic Plan of the University of Ostrava and the annual implementation plan for the Strategic Plan of the University of Ostrava;
  - d) supplementary activities and the use of funds generated by these activities, in accordance with the Rules for Economic and Financial Operations of the University of Ostrava;
  - e) the use of the property and assets of the University of Ostrava, in accordance with the Rules for Economic and Financial Operations of the University of Ostrava;
  - f) the implementation of lifelong learning programmes by the Faculty.
12. Matters falling within the scope of the Faculty’s self-governed activities, and matters concerning the relationship between the Faculty and the University of Ostrava, are (if not governed by the Higher Education Act) governed by the internal regulations of the Faculty as per Section 33 of the Higher Education Act. The Faculty’s activities are governed by the Higher Education Act, other applicable legal regulations, this Statute, other internal regulations and Orders issued by the Rector, and the Faculty’s internal regulations and Orders issued by the Dean.

## **Article 17**

### **University Institutes**

1. A University Institute (“vysokoškolský ústav”) carries out creative activities and may participate in the provision of accredited degree programmes or parts of said programmes.
2. The head of a University Institute is the Director (“ředitel”), who is appointed by the Rector in accordance with the Labour Code for a maximum period of three years on the basis of a recruitment procedure, and who is dismissed by the Rector. The Director reports directly to the Rector and is accountable to the Rector for the activities of the University Institute.
3. The Director of a University Institute submits to the Rector, following discussion at the Academic Council of the University Institute, the Strategic Plan of the University Institute, its annual implementation plan, the Annual Report on the Activities of the University Institute, and the Annual Report on the Economic/Financial Operations of the University Institute in the form and on the dates stipulated in an Order issued by the Rector.
4. The Director of a University Institute is entitled to make decisions and to act on behalf of the University of Ostrava in the following matters concerning the University Institute:
  - a) the use of funds allocated to the University Institute;
  - b) the strategic planning of creative activities, in accordance with the conditions stipulated in the Quality System Rules and in accordance with the Strategic Plan of the University of Ostrava and the annual implementation plan for the Strategic Plan of the University of Ostrava;

- c) international relations and activities, in accordance with the conditions stipulated in the Quality System Rules and in accordance with the Strategic Plan of the University of Ostrava and the annual implementation plan for the Strategic Plan of the University of Ostrava;
  - d) supplementary activities and the use of funds generated by these activities, in accordance with the Rules for Economic and Financial Operations of the University of Ostrava;
  - e) the use of the property and assets of the University of Ostrava, in accordance with the Rules for Economic and Financial Operations of the University of Ostrava.
5. The Director of a University Institute appoints and dismisses the Academic Council of the University Institute, with the consent of the Academic Council of the University of Ostrava; this is governed by the Procedural Regulations of the University of Ostrava Academic Council.

### **Article 18**

#### **Other units of the University**

1. Other units of the University (“jiná pracoviště”) provide support activities for the University as a whole.
2. The head of such a unit of the University is the Director (“ředitel”), who is appointed by the Rector on the basis of a recruitment procedure and is dismissed by the Rector in accordance with the Labour Code.
3. The Director of such a unit of the University makes decisions and acts on behalf of the University of Ostrava in matters concerning the use of the property and assets of the University of Ostrava, in accordance with the Rules for Economic and Financial Operations of the University of Ostrava.
4. The activities, management and organization of such a unit of the University are governed by its Organizational Regulations, which are issued by the Rector in the form of an Order.

### **Article 19**

#### **Service organizations**

1. The service organization (“účelové zařízení”) supporting operations at University level is the Rectorate (“rektorát”). The Rectorate facilitates the operations of the University’s official bodies without interfering in the matters in which they exercise their rights of self-government. The Rectorate also supports the operations, administration and economic/financial activity of the University of Ostrava as a whole, and provides centralized services to constituent parts of the University of Ostrava.
2. The head of the Rectorate is the Rector.
3. The activities, management and organization of the Rectorate are governed by its Organizational Regulations, which are issued by the Rector in the form of an Order.

### **Article 20**

#### **Vice-Rectors**

1. The Rector appoints and dismisses Vice-Rectors (“prorektori”) after the Academic Senate of the University of Ostrava has issued a statement of opinion on the appointment/dismissal. The Vice-Rectors deputize for the Rector in areas of responsibility defined by the Rector. The number of Vice-Rectors is determined by the Rector.
2. The scope of activities/responsibility and the duties of the Vice-Rectors are defined by this Statute, the Organizational Regulations of the University of Ostrava, other internal regulations of the University of Ostrava, and Orders issued by the Rector, particularly the Organizational Regulations of the Rectorate. The activities of the Vice-Rectors are governed by the Higher Education Act, other

generally applicable legal regulations, this Statute, other internal regulations of the University of Ostrava, and Orders issued by the Rector.

3. In the Rector's absence, the Rector is represented in the full scope of his/her activities by a deputizing Vice-Rector appointed by the Rector for that purpose. The Vice-Rectors deputize for each other within the scope stipulated by the Organizational Regulations of the Rectorate.
4. The Vice-Rectors report directly to the Rector and are accountable to the Rector for their activities.

## **Article 21**

### **Advisory boards and working groups of the University of Ostrava**

1. Advisory boards ("poradní sbory") of the University of Ostrava are permanent advisory groups which provide support for selected activities of the University of Ostrava. The advisory boards are the following:
  - a) the Rector's Small Collegium ("Malé kolegium rektora");
  - b) the Rector's Collegium ("Kolegium rektora");
  - c) the Investment Committee ("Investiční komise");
  - d) the Ethics Committee ("Etická komise");
  - e) the Council for the Library ("Knihovní rada");
  - f) the Council for the Centre for Information Technologies ("Rada CIT");
  - g) the Council for Halls of Residence ("Kolejní rada");
  - h) the Council for International Relations ("Mezinárodní rada").
2. The Academic Senate of the University of Ostrava may nominate one member for each of the advisory boards listed in paragraph 1c)-g).
3. The members of the advisory boards are selected by the Rector by means of an Order, with the consent of the employee, the employee's direct superior, and the appropriate Dean or University Institute Director.
4. Working groups ("pracovní skupiny") are established to perform specific tasks or address current issues which require coordination cutting across different constituent parts of the University of Ostrava. Working groups are established by the Rector. The members of working groups are selected by the Rector by means of an Order, with the consent of the employee, the employee's direct superior, and the appropriate Dean or University Institute Director.
5. An employee's membership of a working group may be terminated at the request of the employee.

## **Article 22**

### **Mutual exclusivity of offices**

1. The offices of Rector, Vice-Rector, Dean, Vice-Dean, Director of a University Institute, Director of another unit of the University, Bursar, and Faculty Secretary are mutually exclusive

## **Part Four**

### **INTERNAL REGULATIONS AND ORDERS**

## **Article 23**

### **Internal regulations of the University of Ostrava**

1. In accordance with Section 17 of the Higher Education Act, the internal regulations of the University of Ostrava are the following:
  - a) the Statute of the University of Ostrava;
  - b) the Electoral Regulations of the University of Ostrava Academic Senate;
  - c) the Procedural Regulations of the University of Ostrava Academic Senate;
  - d) the Internal Wage Regulations of the University of Ostrava;
  - e) the Procedural Regulations of the University of Ostrava Academic Council;
  - f) the Regulations on Recruitment Procedures at the University of Ostrava;
  - g) the Regulations on Study and Examinations at the University of Ostrava;
  - h) the Regulations on Scholarships at the University of Ostrava;
  - i) the Disciplinary Regulations for Students of the University of Ostrava;
  - j) the Code of Ethics for Employees and Students of the University of Ostrava;
  - k) the Rules for the Quality Management System for Educational, Creative and Related Activities and Internal Evaluation of the Quality of Educational, Creative and Related Activities at the University of Ostrava (hereunder "Quality System Rules");
  - l) the Statute of the Council for Internal Evaluation of the University of Ostrava;
  - m) the Regulations on the Conferral of Habilitations and Professorships;
  - n) the Organizational Regulations of the University of Ostrava;
  - o) the Regulations on Working Practices;
  - p) the Regulations on the Career System;
  - q) the Rules for Monetary and Non-Monetary Deposits in Legal Entities.
2. The internal regulations of the University of Ostrava, and any changes thereto, are approved by the Academic Senate of the University of Ostrava and registered by the Ministry of Education, Youth and Sports (hereunder "the Ministry"). The internal regulations become valid on the date of their registration by the Ministry. The internal regulations become effective no earlier than the date on which they become valid, unless stipulated otherwise by an internal regulation.
3. The internal regulations of the University of Ostrava are published (including the dates from which they are valid and effective) in the public part of the University of Ostrava's website.

## **Article 24**

### **Orders issued by the Rector**

1. Orders issued by the Rector are binding internal directives which – in accordance with the Higher Education Act, other generally applicable legal regulations, the Statute of the University of Ostrava and other internal regulations of the University of Ostrava – govern the rights and obligations of employees of the University in relation to the management of core and supplementary activities of the University. The purpose of such Orders is to provide a methodological framework for the management and coordination of activities at the University of Ostrava and its constituent parts.
2. Orders are issued by the Rector within the scope of his/her powers as stipulated by the Higher Education Act, other generally applicable legal regulations, this Statute and other internal regulations of the University of Ostrava.

## **Article 25**

### **Internal regulations of Faculties**

1. Internal regulations of Faculties govern matters falling within the scope of the Faculty's self-governed activities and the Faculty's relationship with the University, unless said matters are governed by the Higher Education Act or an internal regulation of the University of Ostrava.
2. The internal regulations of Faculties are the following:
  - a) the Statute of the Faculty;
  - b) the Electoral Regulations of the Academic Senate of the Faculty;
  - c) the Procedural Regulations of the Academic Senate of the Faculty;
  - d) the Faculty Disciplinary Regulations for Students;
  - e) other regulations, if specified by the Statute of the Faculty.
3. The internal regulations of a Faculty, and any changes thereto, are approved by the Academic Senate of the Faculty and are then submitted by the Chairperson of the Academic Senate of the Faculty to the Academic Senate of the University of Ostrava for approval. The internal regulations of a Faculty become valid on the date of their approval by the Academic Senate of the University of Ostrava. The internal regulations of a Faculty become effective from the date on which they become valid, unless a later date of effect is stipulated by an internal regulation of the Faculty.
4. The Statute of a Faculty appoints an official body or organizational unit with responsibility for publishing and archiving the internal regulations of the Faculty. The internal regulations of a Faculty are published (including the dates from which they are valid and effective) in the public part of the University of Ostrava's website.

## **Article 26**

### **Orders issued by the Dean**

1. Orders issued by the Dean are binding internal directives which – in accordance with the Higher Education Act, other generally applicable legal regulations, the Statute of the University of Ostrava, other internal regulations of the University of Ostrava, the Statute of the Faculty, and other internal regulations of the Faculty – govern the rights and obligations of employees with respect to management within the scope of the Faculty's activities/responsibility. The purpose of such Orders is to provide a methodological framework for the management and coordination of activities at the Faculty and its constituent parts.
2. Orders are issued by the Dean within the scope of his/her powers as stipulated by the Higher Education Act, this Statute, other internal regulations of the University of Ostrava, the Statute of the Faculty, and other internal regulations of the Faculty.

## **Article 27**

### **Joint provisions on internal regulations and Orders**

1. The rules and procedure for the adoption and formal requirements of internal regulations of the University and the Faculties, Orders issued by the Rector and Orders issued by the Dean are stipulated in an Order issued by the Rector.
2. University Institutes of the University of Ostrava, and other units of the University of Ostrava, do not issue their own internal regulations or Orders. The Organizational Regulations of these entities are issued by the Rector in the form of Orders.

## **Part Five**

### **STRATEGIC DOCUMENTS AND QUALITY MANAGEMENT**

#### **Article 28**

##### **The Strategic Plan of the University of Ostrava**

1. The Strategic Plan of the University of Ostrava and the annual implementation plan for the Strategic Plan of the University of Ostrava are elaborated in accordance with the Higher Education Act in the form and by the dates stipulated by the Minister. The Strategic Plan of the University of Ostrava is a basic strategic document setting out the future path of the University's development.
2. The Rector is responsible for the preparation and submission of the Strategic Plan of the University of Ostrava. For this purpose the Rector establishes a working group consisting of members in management positions within the University and its constituent parts, and/or other employees of the University and/or experts who are not employees of the University.
3. The Strategic Plan of the University of Ostrava is used as the basis when developing, transforming and discontinuing degree programmes, strategic planning for other educational and creative activities, the internationalization of the University's core activities, changes in the University's structure, infrastructure development planning, planning related to the University's third role, and the development of supplementary activities and supporting activities of the University of Ostrava.
4. Based on the Strategic Plan of the University of Ostrava, the Faculties and University Institutes elaborate their own Strategic Plans and annual implementation plans in the form and by the dates stipulated in an Order issued by the Rector.

#### **Article 29**

##### **Annual Reports**

1. The Annual Report on the Activities of the University of Ostrava, and the Annual Report on the Economic/Financial Activities of the University of Ostrava, are elaborated in accordance with the Higher Education Act in the form and by the dates stipulated by the Minister.
2. The Annual Reports on the Activities of Faculties and University Institutes, and the Annual Reports on the Economic/Financial Activities of Faculties and University Institutes, are elaborated in the form and by the dates stipulated in an Order issued by the Rector.
3. The Annual Reports of the University of Ostrava, the Faculties and the University Institutes are used as part of management activities as a basis for elaborating the Strategic Plans of the University of Ostrava, the Faculties and the University Institutes and for the internal evaluation of the quality of educational, creative and related activities of the University of Ostrava.

#### **Article 30**

##### **Management and internal evaluation of the quality of educational, creative and related activities of the University of Ostrava**

1. Under the Higher Education Act, the management and internal evaluation of the quality of educational, creative and related activities of the University of Ostrava (hereunder "quality management and internal evaluation" fall within the scope of the University's self-governed activities.
2. The University of Ostrava is legally required to manage and evaluate the quality of educational, creative and related activities.
3. The rules, procedures and standards comprising the system for quality management and evaluation are set out in the Quality System Rules of the University of Ostrava.



4. In addition to legally required rules and procedures, the Quality System Rules additionally contain:
  - a) standards, rules pertaining to educational activities, and procedures for submitting applications for institutional accreditation, accreditation, expansions of existing accreditations or prolongation of existing accreditations of degree programmes, accreditations for subjects for the purposes of the conferral of habilitations and professorships, approval of degree programmes and changes thereto within the framework of a valid institutional accreditation, internal evaluation of the quality of educational activities (especially quality evaluations of degree programmes, lifelong learning programmes, internationally recognized courses and educational activities of University employees involved therein);
  - b) standards, rules and procedures for evaluating the quality and strategic planning of creative activities at the University of Ostrava and its constituent parts, including the involvement of students in the research and creative activities of University employees involved therein, and for the support of excellence in creative activities;
  - c) standards, rules and procedures for evaluating the effectiveness and quality of supporting activities at the University of Ostrava, including the evaluation of employees involved therein;
  - d) procedures, rules and tools for revealing and rectifying inadequacies in the activities of the University of Ostrava in the form of corrective and preventive measures and measures taken for the purposes of achieving improvements.
5. The process for the internal evaluation of quality is managed by the Council for Internal Evaluation of the University of Ostrava. All constituent parts of the University of Ostrava are required to provide timely, complete and true information necessary for the internal evaluation of quality.
6. A Report on the Internal Evaluation of Quality is elaborated once every five years prior to the preparation of the Strategic Plan of the University of Ostrava.

## **Part Six ADMISSIONS PROCEDURES**

### **Article 31 Admission to study**

1. The legal conditions governing admission to study in degree programmes are stipulated in Section 48 of the Higher Education Act.
2. Further conditions for admission to study – concerning certain knowledge, abilities, talent or previous performance in secondary education (and/or higher vocational and/or higher education) – may be stipulated by the Faculty at which the degree programme is accredited. These conditions are generally verified by means of an entrance examination. An exemption from the entrance examination may be granted depending on the results of the applicant's previous studies or activities. The conditions for the exemption of an applicant from the entrance examination form part of the conditions for admission to study. A further condition for admission to study (if required by the nature of the degree programme) may be the adequate health of the applicant.
3. In the conditions for admission to study, the Faculty also stipulates the maximum number of students to be admitted. If more than the maximum number of students fulfil the conditions for admission to study, the highest-scoring applicants are admitted to study.
4. The conditions for admission to study, complying with the provisions of paragraph 1–3, are stipulated by the Dean and approved by the Academic Senate of the Faculty. The conditions for admission must be published in the public part of the University of Ostrava's website at least four months before the stipulated deadline for the submission of applications to study, and must include the following information:

- a) the deadline and procedure for submitting applications to study as hard copies or in electronic form;
  - b) compulsory accompanying documentation to be submitted with the application to study;
  - c) the conditions for admission;
  - d) the deadline and procedure for verifying compliance with the conditions for admission;
  - e) the form, content (overview) and criteria for evaluating the entrance examination (if an entrance examination forms part of the conditions for admission);
  - f) the fee payable for the admissions procedure;
  - g) health-related requirements (if part of the conditions for admission).
5. If the University of Ostrava has been granted an accreditation for a degree programme or institutional accreditation for a field of education by the National Accreditation Office for Higher Education, the University is not obliged to comply with the four-month period for the submission of applications to study, if this period would necessitate the postponement of the start of the academic year. In such cases the period for the submission of applications to study may be shorter than four months, but not shorter than one month.

### **Article 32**

#### **Admissions procedures**

1. The admissions procedure commences with the delivery of an electronic application to study at the University of Ostrava via the University Portal. The electronic application is submitted within the period stipulated in the conditions for admission to study.
2. The planning, schedule and evaluation of the entrance examinations are stipulated by the Dean.
3. The procedure for compiling and keeping physical and electronic records of the admissions procedure is stipulated in an Order issued by the Rector.

### **Article 33**

#### **Decisions on admission to study**

1. The decision-making process on admissions is in compliance with the Higher Education Act and the relevant provisions of Act no. 500/2004 Sb., the Rules of Administrative Procedure, as subsequently amended (hereunder “the Rules of Administrative Procedure”).
2. The decision on admission to study is taken by the Dean. The decision must be issued within 30 days after the verification of the conditions for admission to study. The University of Ostrava is not obliged to notify the applicant of the possibility to state an opinion on the basis for the decision prior to the issuing of this decision.
3. The applicant is entitled to view the documentation pertaining to his/her application only after notification of the decision has been issued. Applicants may be provided with a copy of the documentation instead of a physical viewing of the documentation.
4. Applicants may appeal against the decision within 30 days of the date of notification of the decision. Appeals are submitted to the Dean. The administrative authority in the case of appeals is the Rector. The Dean may revoke or amend a decision against which an appeal has been lodged, provided that such revocation or amendment satisfies the appeal to its full extent; otherwise the appeal is conveyed to the Rector, who takes the decision on the appeal. In such an eventuality, the Rector assesses whether the decision in question is in accordance with the procedure which preceded the issuing of the decision. If the decision was issued in breach of the Higher Education Act, other generally applicable legal regulations, internal regulations of the University of Ostrava or its Faculties, and/or the conditions for admission to study stipulated by the University of Faculty, the Rector either revokes the decision or part of the decision and suspends the procedure, or the Rector

revokes the decision or part of the decision and returns the matter to the Dean for re-assessment, or the Rector amends the decision, or confirms the original decision.

5. Documents as per paragraphs 2 and 4 are delivered to applicants either directly by the University of Ostrava or via a provider of postal services. If a decision as per paragraphs 2 and 4 approves the applicant's application to study, and if the applicant gives prior consent (as part of the application form), the decision is delivered to the applicant via the electronic information system of the University of Ostrava in the form of a downloadable electronic file; information on accessing said file is sent to the e-mail address given by the applicant in the application form. In such cases, the date of delivery and notification of the decision is considered to be the first day following the date on which the decision was made accessible to the applicant.

### **Article 34**

#### **Admission of foreigners to study and conditions for foreign students**

1. Citizens of the Czech Republic and foreigners are admitted to accredited degree programmes provided in the Czech language or another language under identical conditions; the conditions for the admission of foreigners to study must comply with the obligations imposed by international agreements by which the Czech Republic is bound and agreements concluded by the University of Ostrava.
2. If the University of Ostrava provides a degree programme in conjunction with a higher education institution based outside the Czech Republic, or if the University of Ostrava provides a degree programme at a location outside the Czech Republic and not at its registered address, the admissions procedure may take place at the premises of the higher education institution outside the Czech Republic or at the University's premises outside the Czech Republic.
3. Foreign students' studies are governed by the Higher Education Act and the Regulations on Study and Examinations of the University of Ostrava.

### **Article 35**

#### **Enrolment (registration) as a student**

1. An applicant whose application to study has been accepted is thereby entitled to enrol (register) as a student. The applicant must enrol (register) as a student either in person or on the basis of an officially certified power of attorney at the date specified by the Faculty.
2. The applicant becomes a student of the University of Ostrava on the date of enrolment (registration).

## **Part Seven**

### **EDUCATIONAL ACTIVITIES**

#### **Article 36**

##### **Conditions for educational activities**

1. Educational activities at the University of Ostrava are conducted:
  - a) as part of accredited degree programmes ("studijní programy");
  - b) as part of lifelong learning programmes.
2. An accredited degree programme as per paragraph 1a) is:
  - a) a degree programme with a valid accreditation as of the last day before the date on which Act no. 137/2016 Sb. became effective;
  - b) a degree programme accredited by the National Accreditation Office for Higher Education;

- c) a degree programme approved as part of the University of Ostrava's valid institutional accreditation.
3. A list of accredited degree programmes, including information on their accessibility for persons with disabilities, is available in the public part of the University of Ostrava's website.
4. The processes of the creation, amendment and approval of proposals for degree programmes submitted to the National Accreditation Office for Higher Education, and the processes of the creation, amendment and approval of degree programmes in accordance with valid institutional accreditation, are governed by the Quality System Rules.
5. The conditions and rules for carrying out educational activities at the University of Ostrava are stipulated by the Higher Education Act, other generally applicable legal regulations, this Statute, the Regulations on Study and Examinations, and other internal regulations of the University of Ostrava and its Faculties.

### **Article 37**

#### **Accredited degree programmes and their guarantors**

1. The University of Ostrava provides degree programmes at Bachelor's, Master's and doctoral level, either:
  - a) at a single Faculty, or
  - b) jointly, at two or more Faculties.

In the case of degree programmes provided jointly, at two or more Faculties, the degree programme must state the Faculty at which students will be enrolled (registered) and to whose internal regulations they will be subject.

2. A University Institute may contribute to the provision of a degree programme (or its part) provided at a single Faculty.
3. A guarantor ("garant") is appointed and a programme board ("programová rada") is constituted for each degree programme. The guarantor of a degree programme, and the members of the programme board, are appointed and dismissed by the Dean in accordance with the Quality System Rules and the Statute of the Council for Internal Evaluation of the University of Ostrava; the guarantor of a degree programme must be an academic employee of the University of Ostrava. For degree programmes as per 1b) above, the guarantor and members of the programme board are appointed by the Dean of the Faculty at which the students are enrolled (registered), with the consent of the Dean(s) of the other Faculty/Faculties contributing to the provision of the degree programme. In cases of disputes, the final decision is taken by the Rector. The guarantor of a degree programme, in conjunction with the programme board, is accountable to the Rector for the provision and development of the degree programme and for regular quality evaluation and quality management in accordance with the Quality System Rules.

### **Article 38**

#### **Lifelong learning programmes**

1. Within its educational activities, the University of Ostrava also provides education as part of lifelong learning programmes under Section 60 of the Higher Education Act and as part of internationally recognized courses under Section 60a of the Higher Education Act. This education may be provided free of charge or for a fee.
2. More detailed conditions for the provision of education as part of lifelong learning programmes and internationally recognized courses are set out in the Regulations on Study and Examinations of the University of Ostrava.
3. The University of Ostrava issues certificates of completion of studies as part of lifelong learning programmes and internationally recognized courses. The particulars of these certificates are specified in an Order issued by the Rector.

4. If an individual has successfully completed a lifelong learning programme of the University and subsequently becomes a student in an accredited degree programme of the University, the University recognizes credits accumulated by said individual as part of the lifelong learning programme. Further details of this recognition, including the number of credits recognized and the procedure for their recognition, are set out in the Regulations on Study and Examinations of the University of Ostrava.
5. If an individual has successfully completed an internationally recognized course of the University of Ostrava, the University issues an internationally recognized degree to said individual.
6. Education in a lifelong learning programme or an internationally recognized course does not confer upon the participants in said programme/course the legal status of students under the Higher Education Act.

### **Article 39**

#### **Recognition of foreign education and qualifications**

1. On the request of a graduate of a foreign higher education institution, the University of Ostrava, in accordance with Section 89–90a of the Higher Education Act, issues a certificate of recognition of higher education (or its part) in the Czech Republic. The decision on said recognition is taken by the Rector.
2. Documentation for purposes of the decision on the recognition of foreign higher education and qualifications as per paragraph 1 is, at the request of the Rector, provided by the Dean of the Faculty at which a similar degree programme is provided; in the case of a degree programme provided by more than one Faculty, said documentation is provided by the Dean of the Faculty at which the students of said degree programme are enrolled (registered).

### **Article 40**

#### **Proceedings for the declaration of invalidity**

1. In proceedings for the declaration of invalidity of a state final examination (or its part), a state post-Master's (rigorosum) examination (or its part), a state doctoral examination or the defence of a doctoral dissertation which took place at the University of Ostrava, decisions are taken by the Rector.
2. The documentation for purposes of the decision as per paragraph 1 consists of a statement of opinion issued by a seven-member review committee appointed ad hoc by the Rector. Members of the review committee are professors, associate professors ("docenti") or other experts from relevant fields of education. One of the members of the review committee must be a student. The members of the review committee cannot be persons who participated in the state final examination (or its part), the state post-Master's (rigorosum) examination (or its part), the state doctoral examination or the defence of a doctoral dissertation to which the proceedings for the declaration of invalidity pertain.

## **Part Eight**

### **FEES AND PAYMENTS**

#### **Article 41**

##### **Fees connected with studies**

1. For the purposes of this Statute, the term "fees connected with studies" refers to fees as per Section 58 of the Higher Education Act. These fees are the following:
  - a) the fee for the admissions procedure;

- b) the fee for the admissions procedure for a degree programme provided in a foreign language;
  - c) the fee for an extension of the period of studies;
  - d) the fee for studies in a degree programme provided in a foreign language.
2. The rules for determining the level of the fees, the date of payment, the form of payment, and other rules related to fees connected with studies are set out in Appendix no. 3 (Fees Connected with Studies at the University of Ostrava).

#### **Article 42**

##### **The fee for the state post-Master's (rigorosum) examination**

1. For graduates of Master's degree programmes who apply to take the state post-Master's (rigorosum) examination ("státní rigorózní zkouška"), the University of Ostrava sets a fee for the application and for the examination in accordance with Section 46, Subsection 5 of the Higher Education Act; the fee set is double the basic sum, rounded down to the nearest 100 CZK.

#### **Article 43**

##### **The fee for the conferral procedure for habilitations or professorships**

1. The fee for the conferral procedure for habilitations (associate professorships) is set by an Order issued by the Rector in accordance with Section 72, Subsection 16 of the Higher Education Act. The fee set is a maximum of four times the basic sum as per Section 58, Subsection 2 of the Higher Education Act. The precise level of the fee is published in the public part of the University of Ostrava's website.
2. The fee for the conferral procedure for professorships is set by an Order issued by the Rector in accordance with Section 74, Subsection 10 of the Higher Education Act. The fee set is a maximum of six times the basic sum as per Section 58, Subsection 2 of the Higher Education Act. The precise level of the fee is published in the public part of the University of Ostrava's website.
3. If the above fees are changed, the change does not apply to conferral procedures for habilitations (associate professorships) or professorships that are already underway.

#### **Article 44**

##### **The fee for the procedure connected with applications for the recognition of foreign higher education and qualifications**

1. An applicant who applies to the University of Ostrava for the recognition of foreign higher education and qualifications under Section 89 of the Higher Education Act must pay a fee to the University of Ostrava for this procedure; the level of the fee is stipulated in Section 90a, Subsection 2 of the Higher Education Act. This fee is paid by bank transfer to the bank account of the University of Ostrava.
2. The procedure for the recognition of foreign higher education and qualifications commences on the date on which the application is delivered to the University of Ostrava.
3. An applicant who fails to pay the fee for the recognition of foreign higher education and qualifications (set according to Section 90a, Subsection 2 of the Higher Education Act) by the stipulated date and in the stipulated form, will be contacted at the address given in the application and instructed to pay the fee; an adequate period of time will be given for this payment. If the applicant fails to pay the fee even during this additional period of time, the procedure for the recognition of foreign higher education and qualifications will be suspended. The applicant must be informed of the consequences that ensue from non-payment of the fee.

## **Article 45**

### **Payments for exceptional and non-standard actions**

1. The University of Ostrava is entitled to demand payment for certain exceptional and non-standard operations, in particular the following:
  - a) the issuing of documents to a student at the student's request;
  - b) the issuing of documents to a graduate of a degree programme, at the graduate's request;
  - c) the issuing of replacement documents as specified by the Higher Education Act;
  - d) the issuing of certificates issued under the Higher Education Act;
  - e) any other actions carried out not as a standard part of studies in a degree programme.
2. The level of these fees, and the form of payment, are stipulated in an Order issued by the Rector.

## **Part Nine**

### **STUDENTS**

#### **Article 46**

##### **Students**

1. An applicant to study at the University of Ostrava becomes a student on the date on which the applicant enrolls (registers) for an accredited degree programme. A person whose studies have been suspended becomes a student on the date on which said person re-enrolls (re-registers).
2. A person ceases to be a student on the date of the termination of said person's studies under Section 55, Subsection 1a) and Section 56, Subsections 1 and 2 of the Higher Education Act, or on the date of the suspension of said person's studies under Section 54 of the Higher Education Act.
3. The rights and obligations of students are defined by Sections 62 and 63 of the Higher Education Act.
4. The imposition of sanctions for culpable breaches of obligations stipulated by legal regulations or internal regulations of the University of Ostrava and/or its constituent parts is governed by the Disciplinary Regulations for Students of the University of Ostrava, which is an internal regulation of the University of Ostrava.

#### **Article 47**

##### **The Register of Students**

1. The University of Ostrava maintains a Register of Students in accordance with Section 88, Subsections 1–4 of the Higher Education Act. The Register of Students is used as a source of information on students and for budgetary and statistical purposes.

#### **Article 48**

##### **Scholarships**

2. Students of the University of Ostrava may be granted scholarships under the conditions stipulated in the Higher Education Act and the Regulations on Scholarships at the University of Ostrava.

## **Article 49**

### **Decision-making on the rights and obligations of students**

1. When making decisions on the rights and obligations of students of the University of Ostrava, the University proceeds in accordance with Section 68, Subsection 1 of the Higher Education Act and the relevant provisions of the Rules of Administrative Procedure.
2. Decisions on the rights and obligations of students are made by the Dean. The issuing of a decision is the first act undertaken by the University of Ostrava in the procedures pertaining to matters as per Section 86, Subsection 1c)–1e) of the Higher Education Act, provided that said procedures are (in accordance with an internal regulation of the University of Ostrava or its Faculty) commenced ex officio, and in matters as per Section 68, Subsection 1f) of the Higher Education Act. The issuing of an instruction to issue a statement of opinion on the documentation related to the decision is the first act undertaken by the University of Ostrava in matters as per Section 68, Subsection 1g) of the Higher Education Act; this instruction may be issued via the University's electronic information system.
3. The student may appeal against a decision as per paragraphs 1 and 2 within 30 days of the date of notification of the decision. Appeals are submitted to the Dean. The administrative authority in the case of appeals is the Rector. The Dean may revoke or amend a decision against which an appeal has been lodged, provided that such revocation or amendment satisfies the appeal to its full extent; otherwise the appeal is conveyed to the Rector, who takes the decision on the appeal. In such an eventuality, the Rector assesses whether the decision in question is in accordance with the procedure which preceded the issuing of the decision. If the decision was issued in breach of the Higher Education Act, other generally applicable legal regulations, and/or the internal regulations of the University of Ostrava or its Faculties, the Rector either revokes the decision or part of the decision and suspends the procedure, or the Rector revokes the decision or part of the decision and returns the matter to the Dean for re-assessment, or the Rector amends the decision, or confirms the original decision.

## **Article 50**

### **Delivery of decisions**

1. Decisions are delivered either directly by the University of Ostrava or via a provider of postal services. If the decision pertains to matters as per Section 68, Subsection 1a), 1b) and 1d) of the Higher Education Act and satisfies the student's request, and if the decision pertains to matters as per Section 68, Subsection 1e) of the Higher Education Act, said decision is delivered to the applicant via the electronic information system of the University of Ostrava. In such cases, the date of delivery and notification of the decision is considered to be the first day following the date on which the decision was made accessible to the applicant via the electronic information system.
2. Decisions as per Section 68, Subsection 1c) and 1f)–1i) are delivered to the student in person.

## **Part Ten**

# **EMPLOYEES OF THE UNIVERSITY OF OSTRAVA**

## **Article 51**

### **Academic staff**

1. The academic staff of the University of Ostrava are those professors, associate professors, extraordinary professors, assistant professors, assistants, instructors and research/development staff who are employees of the University of Ostrava whose work incorporates both pedagogical (teaching-related) and creative activities. An employee's employment status as a member of academic staff must be stated in the employee's contract of employment.



2. Other experts also contribute to teaching at the University of Ostrava on the basis of contracts of services provided outside an employment relationship.
3. Academic staff as per paragraph 1 are members of the academic community of the University of Ostrava. Academic staff working at a Faculty are also members of the academic community of the given Faculty. For the purposes of the provision on membership of the academic community set out in this paragraph, “working” is defined as having concluded a contract of employment as per paragraph 1 at the given Faculty.
4. Remuneration to academic staff is governed by the Internal Wage Regulations of the University of Ostrava.
5. Academic staff can, at their request, be granted creative leave (“tvůrčí volno”) under the conditions stipulated in Section 76 of the Higher Education Act. The decision on such a request is made by the Dean; in the case of a dispute, the decision is made by the Rector. Throughout the period of creative leave, the academic staff member is entitled to receive a wage in accordance with and under the conditions stipulated in the Internal Wage Regulations of the University of Ostrava.

## **Article 52**

### **Procedures for the conferral of habilitations and professorships**

1. The procedures for the conferral of habilitations (associate professorships) and professorships at the University of Ostrava are governed by Sections 71–75 of the Higher Education Act.
2. A list of the subjects (including details of the appropriate Faculty) in which the University of Ostrava is entitled to confer habilitations and/or professorships is published in the public part of the University of Ostrava’s website.
3. The procedures for the conferral of habilitations and professorships are stipulated by the Regulations on the Conferral of Habilitations and Professorships, which is an internal regulation of the University of Ostrava.
4. The University of Ostrava sets a fee for the conferral of habilitations and a fee for the conferral of professorships in accordance with Article 45.
5. The Rules of Administrative Procedure are not applicable to the procedure for the conferral of habilitations and professorships.

## **Article 53**

### **Proceedings for the declaration of invalidity of a conferral of a habilitation**

1. Details on the proceedings for the declaration of invalidity of the conferral of a habilitation are given in the Regulations on the Conferral of Habilitations and Professorships.

## **Article 54**

### **Extraordinary professors**

1. The University of Ostrava may create positions for academic staff classified as extraordinary professors for fields of education as part of a valid institutional accreditation. This position may be held by a person who has achieved a comparable status abroad to that of an associate professor (“docent”) or professor in the Czech Republic, or who is a leading expert working outside the academic sphere and has worked in the given field of education for at least 20 years. The Regulations on Recruitment Procedures at the University of Ostrava do not apply to extraordinary professors.
2. The proposal for the commencement of a recruitment procedure for the position of an extraordinary professor is submitted to the Rector by the Dean of the Faculty at which the position of extraordinary professor has been created. This proposal includes the following particulars:
  - a) the curriculum vitae (resumé) of the candidate;

- b) a document proving that the candidate holds academic/research degrees/titles or similar professional qualifications;
  - c) a document proving that the candidate has graduated from a higher education institution;
  - d) an overview of the candidate's professional and (if applicable) teaching activities;
  - e) in the case of a candidate from outside the Czech Republic, a list of the candidate's publications or documentation of the candidate's artistic achievements;
  - f) in the case of a candidate from outside the Czech Republic, the results achieved by the candidate in educating persons working in research or in artistic professions;
  - g) in the case of a candidate from outside the academic sphere:
  - h) a statement justifying the appointment;
  - i) a statement of consent from the Academic Council or Artistic Council of the Faculty;
  - j) a statement specifying the proposed field of education in which the candidate would work at the University of Ostrava;
  - k) a written declaration of consent by the candidate.
3. The Rector discusses the proposal with the Academic Council of the University of Ostrava, which either recommends that the proposed candidate be appointed to the position of extraordinary professor or recommends that the recruitment procedure be terminated.
  4. Responsibility for keeping records on extraordinary professors rests with the Vice-Rector whose scope of activity/responsibility includes creative activities.

## **Article 55**

### **Visiting professors**

1. A visiting professor at the University of Ostrava is appointed by the Rector on the basis of a recommendation issued by the Academic Council of the University of Ostrava.
2. The procedure for the appointment of a visiting professor is initiated on the basis of a proposal from a Dean or the Director of a University Institute of the University of Ostrava. The proposal must include a declaration of consent from the Academic Council or Artistic Council of the Faculty or University Institute.
3. The proposal for the appointment of a visiting professor must include the following particulars:
  - a) the curriculum vitae (resumé) of the candidate;
  - b) a document proving that the candidate holds academic/research degrees/titles or similar professional qualifications;
  - c) a document proving that the candidate has graduated from a higher education institution;
  - d) an overview of the candidate's professional and teaching activities;
  - e) a list of the candidate's publications or documentation of the candidate's artistic achievements;
  - f) the results achieved by the candidate in educating persons working in research or in artistic professions;
  - g) a statement justifying the appointment;
  - h) a proposal setting out the rights, obligations and conditions for the candidate's work at the University of Ostrava, including a proposal for the period for which the candidate will work as a visiting professor;

- i) a statement of consent from the Academic Council or Artistic Council of the Faculty or University Institute;
  - j) a statement specifying the proposed field of education in which the candidate would work at the University of Ostrava;
  - k) a written declaration of consent by the candidate.
4. The Rector discusses the proposal with the Academic Council of the University of Ostrava, which either recommends or does not recommend that the proposed candidate be appointed to the position of visiting professor. The decree of appointment is presented to the visiting professor at a session of the Academic Senate of the University of Ostrava or the Academic Senate of the Faculty or University Institute. The decree of appointment must state the specific field of education for which the visiting professor is appointed and the period for which the visiting professor has been appointed.
  5. If a visiting professor does not conclude a contract of employment with the University of Ostrava granting said visiting professor the status of a member of the academic staff of the University, the visiting professor is not considered to be a member of the academic community of the University of Ostrava. A visiting professor is entitled to participate in academic ceremonies of the University of Ostrava in the role of honorary guest. The Regulations on Recruitment Procedures at the University of Ostrava do not apply to visiting professors.
  6. Responsibility for keeping records on visiting professors rests with the Vice-Rector whose scope of activity/responsibility includes creative activities.

## **Article 56**

### **Emeritus professors**

1. An emeritus professor at the University of Ostrava is appointed by the Rector on the basis of a recommendation issued by the Academic Council of the University of Ostrava.
2. The procedure for the appointment of an emeritus professor is initiated on the basis of a proposal from a Dean or the Director of a University Institute of the University of Ostrava. The proposal must include a declaration of consent from the Academic Council or Artistic Council of the Faculty or University Institute. A candidate for the status of emeritus professor must be the holder of the title "profesor"; the candidate must be a person who was a member of the academic staff of the University of Ostrava for a minimum of ten years and whose contract of employment at the University of Ostrava has been terminated.
3. The proposal for the appointment of an emeritus professor must include the following particulars:
  - a) the curriculum vitae (resumé) of the candidate;
  - b) a statement justifying the proposal;
  - c) a proposal setting out the rights, obligations and conditions for the candidate's work at the University of Ostrava;
  - d) a statement of consent from the Academic Council or Artistic Council of the Faculty or University Institute;
  - e) a written declaration of consent by the candidate.
4. The Rector submits the proposal to the Academic Council of the University of Ostrava, which either recommends that the proposed candidate be appointed as an emeritus professor or recommends that the procedure be terminated.
5. The decree of appointment is presented to the emeritus professor at a ceremonial session of the Academic Senate of the University of Ostrava.

6. An emeritus professor is not a member of the academic community of the University of Ostrava, but he/she is entitled to participate in academic ceremonies of the University of Ostrava in the role of honorary guest.
7. Responsibility for keeping records on emeritus professors rests with the Vice-Rector whose scope of activity/responsibility includes creative activities.

### **Article 57**

#### **Doctor honoris causa**

1. The honorary doctorate “doctor honoris causa” (abbreviated as “Dr.h.c.”, hereunder “honorary doctorate”) is, following the issuing of a statement of opinion by the Academic Council of the University of Ostrava, conferred by the Rector on individuals who have made an important international contribution primarily to the development of scholarship and research, culture, or otherwise to the benefit of humankind.
2. A proposal for the conferral of an honorary doctorate may be submitted to the Rector by a Dean or a Director of a University Institute following the issuing of a statement of opinion by the relevant Academic Council or Artistic Council.
3. The proposal for the conferral of an honorary doctorate must include the following particulars:
  - a) the curriculum vitae (resumé) of the candidate;
  - b) a statement justifying the conferral as per paragraph 1;
  - c) a statement of consent from the Academic Council or Artistic Council of the Faculty or University Institute;
  - d) a written declaration of consent by the candidate.
4. The Rector submits the proposal to the Academic Council of the University of Ostrava; on the basis of the opinion of the Academic Council of the University of Ostrava, the Rector decides whether or not to award the honorary doctorate.
5. The conferral of an honorary doctorate is certified by a diploma bearing the signatures of the Rector, the Promoter and the Dean of the Faculty or the Director of the University Institute which proposed the conferral of the honorary doctorate. The diploma is presented to the candidate at a ceremonial session of the Academic Council of the University of Ostrava which includes a lecture given by the conferee.
6. Responsibility for keeping records on honorary doctorates rests with the Vice-Rector whose scope of activity/responsibility includes creative activities.

### **Article 58**

#### **Non-academic staff**

1. In addition to academic staff, the University of Ostrava also employs non-academic staff involved in the University’s creative activities or carrying out other professional, administrative, economic/financial and technical activities at the University.
2. Remuneration to non-academic staff is governed by the Internal Wage Regulations of the University of Ostrava.

### **Article 59**

#### **Recruitment procedures at the University of Ostrava**

1. Recruitment to positions for University of Ostrava employees (academic and non-academic staff) takes place in accordance with the Regulations on Recruitment Procedures at the University of Ostrava, which is an internal regulation of the University of Ostrava.

## **Article 60**

### **Ethics and the Code of Ethics for Employees and Students of the University of Ostrava**

1. Ethical rules for educational and creative activities and other professional activities of employees and students of the University of Ostrava are set out in the Code of Ethics for Employees and Students of the University of Ostrava (hereunder "Code of Ethics"), which is an internal regulation of the University of Ostrava.
2. Breaches of the Code of Ethics may, depending on the nature of the breach and other relevant circumstances, be considered a breach of the obligations imposed by legal regulations and other regulations concerning the work carried out by an employee, or as a failure by an employee to carry out his/her work duties properly. Decisions on breaches of the Code of Ethics are made by the Rector or the Dean on the basis of a statement of opinion issued by the Ethics Committee of the University of Ostrava. The Code of Ethics stipulates the procedure for constituting the Ethics Committee and its Procedural Regulations.

## **Part Eleven**

### **RULES FOR ECONOMIC AND FINANCIAL OPERATIONS OF THE UNIVERSITY OF OSTRAVA**

## **Article 61**

### **The budget and the mid-term budget outlook**

1. The University of Ostrava compiles its budget for the calendar year and operates according to this budget in accordance with Section 18 of the Higher Education Act and specific legal regulations.<sup>1)</sup> The budget of the University cannot result in a deficit. The University of Ostrava compiles a mid-term budget outlook for a minimum of two subsequent calendar years.
2. The rules for the allocation of the institutional part of the funding received from the state budget, and institutional support for the long-term conceptual development of a research organization, are discussed by the Academic Senate of the University of Ostrava on the basis of a proposal submitted by the Rector. The rules for the funding allocation are submitted by the Rector to the Academic Senate of the University of Ostrava prior to the submission of the draft budget.
3. The draft budget for the University of Ostrava and the mid-term budget outlook are submitted by the Rector for approval by the Board of Trustees of the University of Ostrava and for approval by the Academic Senate of the University of Ostrava, which monitors the use of budgetary funding by the University of Ostrava.
4. The Rules for Economic and Financial Operations of the University of Ostrava are given in Appendix no. 4.

---

<sup>1)</sup> E.g. Sections 12–14, Act no. 218/2000 Sb. on budgetary rules and on amendments to several related laws (budgetary rules), as subsequently amended, Order no. 560/2006 Sb. on the participation of the state budget in the funding of assets reproduction programmes, as subsequently amended, Act no. 130/2002 Sb. on support for research, experimental development and innovation from public funds and on amendments to several related acts (the Research and Development Support Act), as subsequently amended.

**Article 62**  
**Property and assets of the University of Ostrava**

1. In accordance with Section 19 of the Higher Education Act, the University of Ostrava owns property and assets that are necessary for the activities for which the University was established.
2. Decisions on the use of the University's property and assets are made by the Rector. In cases listed in Section 15, Subsection 1a)–d) of the Higher Education Act, the Rector's decision is preceded by prior written consent from the Board of Trustees of the University of Ostrava.

**Part Twelve**  
**ACADEMIC TRADITIONS**

**Article 63**  
**Academic traditions**

Academic traditions – academic insignia, academic ceremonies and the conferral of honorary awards and medals of the University of Ostrava – are a symbolic expression of academic freedoms and academic rights. The rules governing academic traditions at the University of Ostrava are given in Appendix no. 2 – Academic Traditions of the University of Ostrava.

**Part Thirteen**  
**OTHER PROVISIONS**

**Article 64**  
**Rubber stamps**

1. The University of Ostrava's official rubber stamp is a circular stamp bearing a small state emblem of the Czech Republic and the text "Ostravská univerzita". The corresponding official rubber stamps of the Faculties are identical except for the addition of the name of the Faculty. The University and Faculties use these official rubber stamps in cases stipulated by a legal regulation.
2. The form and the rules for the use of other rubber stamps are stipulated in an Order issued by the Rector.

**Article 65**  
**The official noticeboard**

1. In compliance with generally applicable legal regulations, the University of Ostrava has its official noticeboard, and the Faculties each have their own official noticeboard. The form of the official noticeboard is stipulated primarily in Section 26 of the Rules of Administrative Procedure. Remote (non-physical) access to the official noticeboards of the University and the Faculties is via the public part of the website of the University and the Faculties. The information displayed on the official noticeboards of the University and its Faculties is stipulated by generally applicable legal regulations.
2. The University of Ostrava and the Faculties publish information on the public part of the University's website as required by the Higher Education Act.

**Article 66**  
**The unified visual style of the University of Ostrava**

1. All employees use the University's unified visual style.
2. Details of the current version of the unified visual style are stipulated in an Order issued by the Rector.

**Article 67**  
**Register of contracts**

All constituent parts of the University of Ostrava are required to keep a record of all contracts concluded by them in the name of the University of Ostrava in the appropriate information system of the University of Ostrava. Details of the register of contracts are stipulated in an Order issued by the Rector.

**Part Fourteen**  
**TEMPORARY AND CONCLUDING PROVISIONS**

**Article 68**  
**Temporary provisions on internal regulations**

1. Until the date on which internal regulations of the University of Ostrava (adopted in accordance with Act no. 137/2016 Sb.) become effective, the existing internal regulations of the University and Faculties remain in force, with the exception of provisions that are at variance with the Higher Education Act or with this Statute.
2. The Faculties submit to the Academic Senate of the University of Ostrava proposals for new internal regulations or amendments to existing internal regulations within six months of the date on which this Statute (or a related internal regulation) becomes valid. Until the date on which the new internal regulations of a Faculty become effective, the existing internal regulations of the Faculty remain in force, with the exception of provisions that are at variance with the Higher Education Act or with the internal regulations of the University.

**Article 69**  
**Temporary provisions on internal management instruments**

1. Until the date on which internal regulations of the University of Ostrava (adopted in accordance with Act no. 137/2016 Sb.) become effective, the existing management instruments of the University and Faculties remain in force, with the exception of provisions that are at variance with the Higher Education Act or with this Statute.
2. From the date on which this Statute becomes effective, internal management instruments are defined as Orders issued by the Rector and Orders issued by the Deans. The management norms issued by the Rector, the Bursar and the Deans prior to the date on which this Statute became effective remain valid until they are revoked by means of an Order issued by the Rector or an Order issued by a Dean.

**Article 70**  
**Temporary provisions on official bodies**

1. Persons appointed, elected or instituted in accordance with the existing Statute, the Electoral Regulations or the Procedural Regulations of the University of Ostrava Academic Senate are

considered to be persons appointed, elected or instituted in accordance with this Statute, with the exception of members of the Academic Council, whose term of office expires on the day following the date on which this Statute becomes effective.

2. At the first appointment of members of the Academic Council of the University of Ostrava following the date on which this Statute becomes effective, the term of office of the members of the Academic Council is determined by the Rector.
3. The provisions of Article 11, paragraph 7 do not apply at the first appointment of the other members of the Council for Internal Evaluation of the University of Ostrava. At the first constitution of the Council for Internal Evaluation of the University of Ostrava following the date on which this Statute becomes effective, the Rector appoints five members, whose term of office will be only two years.

## **Article 71**

### **Appendices to the Statute of the University of Ostrava**

This Statute includes the following Appendices:

- a) Appendix no. 1 – Variant Names of the University of Ostrava and its Constituent Parts;
- b) Appendix no. 2 – Academic Insignia, Ceremonies and Medals of the University of Ostrava;
- c) Appendix no. 3 – Fees Connected with Studies at the University of Ostrava;
- d) Appendix no. 4 – Rules for Economic and Financial Operations of the University of Ostrava.

## **Article 72**

### **Concluding provisions**

1. The Statute of the University of Ostrava, including appendices, registered by the Ministry on 4 May 2015 under ref. no. MSMT-11459/2015, is revoked.
2. The Regulations on the Conferral of the Honorary Degree Doktor Honoris Causa by the University of Ostrava, registered by the Ministry on 22 September 2003 under ref. no. 26 838/2003-14, are revoked.
3. The Statute for Visiting Professors at the University of Ostrava, registered by the Ministry on 31 May 1999 under ref. no. 22 611/99-30, is revoked.
4. In accordance with Section 9, Subsection 1b) of the Higher Education Act, this Statute was approved by the Academic Senate of the University of Ostrava on 28 February 2017.
5. In accordance with Section 36, Subsection 4 of the Higher Education Act, this Statute becomes valid on the date of its registration by the Ministry.
6. This Statute becomes effective on the date on which it becomes valid.

prof. MUDr. Jan Lata, CSc.

Rector



**Appendix no. 1 to the Statute of the University of Ostrava**

## **Variant Names of the University of Ostrava and its Constituent Parts**

### **Article 1**

#### **Variant names of the University of Ostrava**

Czech:	Ostravská univerzita
Latin:	Universitas Ostraviensis
English:	University of Ostrava
German:	Universität Ostrava
French:	Université d'Ostrava
Spanish:	Universidad de Ostrava
Russian:	Ostravskiy Universityet
Czech abbreviation:	OU
English abbreviation:	UO

### **Article 2**

#### **Variant names of the Faculties of the University of Ostrava**

##### **1. Faculty of Social Studies**

Name:	Fakulta sociálních studií
Complete name:	Fakulta sociálních studií Ostravské univerzity
Short name:	Fakulta sociálních studií OU
Abbreviation:	FSS OU
English name:	Faculty of Social Studies of the University of Ostrava
English abbreviation:	FSS UO
Latin name:	Facultas Studiorum Socialium
Name used for contractual purposes:	Ostravská univerzita, Fakulta sociálních studií

##### **2. Faculty of Fine Arts**

Name:	Fakulta umění
Complete name:	Fakulta umění Ostravské univerzity
Short name:	Fakulta umění OU
Abbreviation:	FU OU

## Appendix no. 1 to the Statute of the University of Ostrava – Variant Names of the University of Ostrava and its Constituent Parts

English name:	Faculty of Fine Arts of the University of Ostrava
English abbreviation:	FFA UO
Latin name:	Facultas Bonae Artis
Name used for contractual purposes:	Ostravská univerzita, Fakulta umění

**3. Faculty of Arts**

Name:	Filozofická fakulta
Complete name:	Filozofická fakulta Ostravské univerzity
Short name:	Filozofická fakulta OU
Abbreviation:	FF OU
English name:	Faculty of Arts of the University of Ostrava
English abbreviation:	FA UO
Latin name:	Facultas Philosophica
Name used for contractual purposes:	Ostravská univerzita, Filozofická fakulta

**4. Faculty of Medicine**

Name:	Lékařská fakulta
Complete name:	Lékařská fakulta Ostravské univerzity
Short name:	Lékařská fakulta OU
Abbreviation:	LF OU
English name:	Faculty of Medicine of the University of Ostrava
English abbreviation:	FM UO
Latin name:	Facultas Medicinae
Name used for contractual purposes:	Ostravská univerzita, Lékařská fakulta

**5. Faculty of Education**

Name:	Pedagogická fakulta
Complete name:	Pedagogická fakulta Ostravské univerzity
Short name:	Pedagogická fakulta OU
Abbreviation:	PdF OU
English name:	Faculty of Education of the University of Ostrava
English abbreviation:	FE UO
Latin name:	Facultas Paedagogica
Name used for contractual purposes:	Ostravská univerzita, Pedagogická fakulta

**6. Faculty of Science**

Name:	Přírodovědecká fakulta
Complete name:	Přírodovědecká fakulta Ostravské univerzity
Short name:	Přírodovědecká fakulta OU
Abbreviation:	PřF OU
English name:	Faculty of Science of the University of Ostrava
English abbreviation:	FS UO
Latin name:	Facultas Rerum Naturalium
Name used for contractual purposes:	Ostravská univerzita, Přírodovědecká fakulta

### Article 3

#### Variant names of the University Institutes of the University of Ostrava

##### 1. European Research Institute for Social Work

Name:	Evropský výzkumný institut sociální práce
Complete name:	Evropský výzkumný institut sociální práce Ostravské univerzity
Short name:	Evropský výzkumný institut sociální práce OU
Abbreviation:	EVISP OU
English name:	European Research Institute for Social Work of the University of Ostrava
English abbreviation:	ERIS UO
Name used for contractual purposes:	Ostravská univerzita, Evropský výzkumný institut sociální práce

##### 2. Centre of Excellence, Division of UO, Institute for Research and Applications of Fuzzy Modeling of the University of Ostrava

Name:	Centrum excelence IT4Innovations, divize OU, Ústav pro výzkum a aplikace fuzzy modelování
Complete name:	Centrum excelence IT4Innovations, divize OU, Ústav pro výzkum a aplikace fuzzy modelování, Ostravské univerzity
Short name:	Ústav pro výzkum a aplikace fuzzy modelování OU
Abbreviation:	ÚVAFM OU
English name:	Centre of Excellence, Division of UO, Institute for Research and Applications of Fuzzy Modeling of the University of Ostrava
English abbreviation:	IRAFM UO
Name used for contractual purposes:	Ostravská univerzita, Ústav pro výzkum a aplikace fuzzy modelování

## Article 4

### Variant names of other units and service organizations

#### 1. Centre for Information Technologies

Name:	Centrum informačních technologií
Complete name:	Centrum informačních technologií Ostravské univerzity
Short name:	Centrum informačních technologií OU
Abbreviation:	CIT OU
English name:	Centre for Information Technologies of the University of Ostrava
English abbreviation:	CIT UO
Name used for contractual purposes:	Ostravská univerzita, Centrum informačních technologií

#### 2. University Library

Name:	Univerzitní knihovna
Complete name:	Univerzitní knihovna Ostravské univerzity
Short name:	Univerzitní knihovna OU
Abbreviation:	UK OU
English name:	University Library of the University of Ostrava
English abbreviation:	UL UO
Name used for contractual purposes:	Ostravská univerzita, Univerzitní knihovna

#### 3. Rectorate

Name:	Rektorát
Complete name:	Rektorát Ostravské univerzity
Short name:	Rektorát OU
Abbreviation:	(no abbreviation used)
English name:	Rectorate of the University of Ostrava
English abbreviation:	(no abbreviation used)
Name used for contractual purposes:	Ostravská univerzita, Rektorát

**Appendix no. 2 to the Statute of the University of Ostrava**

## **Academic Traditions**

### **Article 1 Academic insignia**

1. The academic insignia of the University of Ostrava are the sceptre, gowns and chains.
2. The academic insignia are always used at academic ceremonies of the University of Ostrava. At ceremonial occasions taking place outside the premises of the University of Ostrava, the University's academic insignia may be used subject to the decision of the Rector, the Dean of a Faculty, or the Director of a University Institute. Detailed documentation on the academic insignia of the University of Ostrava and its constituent parts (including photographs) is given in an Order issued by the Rector.
3. At academic ceremonies of the University of Ostrava, academic insignia may be used by the following persons:
  - a) the Rector, Vice-Rectors, Deans, Vice-Deans, and Directors of University Institutes;
  - b) Promoters and Bedels;
  - c) the conferee at the conferral of the honorary doctorate "doctor honoris causa";
  - d) members of the Academic Council of the University of Ostrava;
  - e) the Chairperson of the Academic Senate of the University of Ostrava;
  - f) other employees of the University of Ostrava, subject to the Rector's decision;
  - g) important guests, subject to the Rector's decision.

### **Article 2 Academic ceremonies**

1. Academic ceremonies are:
  - a) student matriculation ceremonies;
  - b) graduation ceremonies for Bachelor's, Master's and doctoral degree programmes;
  - c) ceremonial sessions of the Academic Council of the University of Ostrava, or ceremonial sessions of the Academic/Artistic Councils of Faculties or University Institutes;
  - d) inauguration ceremonies for the Rector and Deans.
2. Student matriculation ceremonies are conducted by the individual Faculties with the participation of the Rector (or a deputizing Vice-Rector) and the Dean and Vice-Deans of the Faculty (hereunder "academic officials").
3. Graduation ceremonies for Bachelor's degree programmes are conducted with the participation of academic officials from the Faculty in question. Graduation ceremonies for Master's degree programmes are conducted with the participation of the Rector (or a deputizing Vice-Rector), academic officials from the Faculty in question, and the Promoter. Graduation ceremonies for doctoral degree programmes are generally conducted at a ceremonial session of the Academic Council of the University of Ostrava with the participation of academic officials from the University of Ostrava and the Faculties.
4. The basic order of proceedings for academic ceremonies, including the appropriate oaths and the procedure to be followed at the ceremonies, is stipulated in an Order issued by the Rector (in the

case of academic ceremonies conducted by the University) or in an Order issued by the Dean (in the case of academic ceremonies conducted by the Faculties).

### **Article 3**

#### **Medals and awards of the University of Ostrava**

1. Following consultation with the Academic Council of the University of Ostrava, the Rector may award the commemorative medal “For Contributions to the Development of the University of Ostrava” and the commemorative medal awarded on the anniversary of the establishment of the University of Ostrava.
2. The Rector may confer the Rector’s Award (following a proposal by the Council for the Rector’s Award). The rules for the conferral of the Rector’s Award are stipulated in the Statute of the Rector’s Award, which takes the form of an Order issued by the Rector.

**Appendix no. 3 to the Statute of the University of Ostrava**

## **FEES CONNECTED WITH STUDIES AT THE UNIVERSITY OF OSTRAVA**

### **Article 1**

#### **Fees for the admissions procedure**

1. Applicants to study in Bachelor's, Master's and doctoral degree programmes provided in the Czech language or in foreign languages must pay a fee for the admissions procedure.
2. The fee for the admissions procedure is paid once for each application submitted. The fee is payable no later than the stipulated deadline for the submission of applications.
3. An applicant who fails to pay the fee for the admissions procedure (set according to Section 58, Subsection 1 of the Higher Education Act and Appendix no. 3 to the Statute of the University of Ostrava) by the stipulated date and in the stipulated form, will be contacted at the address given in the application and will be instructed to pay the fee; an adequate period of time will be given for this payment. If the applicant fails to pay the fee even during this additional period of time, the admissions procedure will be suspended. The applicant must be informed of the consequences that ensue from non-payment of the fee.
4. The fee for the admissions procedure is not returned to the applicant if the applicant fails to undergo the admissions procedure.
5. The level of the fee as per paragraph 1 for degree programmes provided at a given Faculty is set for the upcoming academic year and is published in the public part of the University of Ostrava's website by the Dean of the Faculty no later than the deadline for the submission of applications to study; the maximum fee for degree programmes provided in the Czech language is 20% of the basic sum as per Section 58, Subsection 1 of the Higher Education Act.

### **Article 2**

#### **Fees for studies**

1. Students who study for longer than the standard length of studies plus one year (hereunder "longer studies") in a Bachelor's or Master's degree programme are charged a fee for studies in accordance with Section 58, Subsection 3 of the Higher Education Act; the fee is 18500 CZK (eighteen thousand five hundred Czech crowns) for each commenced 6 months of longer studies.
2. The Dean informs the student of the obligation to pay the fee for studies as per paragraph 1 within 30 days of becoming aware of this obligation. The fee is payable a minimum of 90 days from the issuing of the decision on the obligation to pay the fee for studies. If the student terminates his/her studies during the course of the academic year, any fees already paid are not reimbursed to the student.
3. The student must pay the fee for studies (as stipulated in the decision on the obligation to pay the fee) by the set payment deadline; the payment must be made by bank transfer to the bank account of the University of Ostrava.
4. The student may, within the legally stipulated period, appeal against the decision on the obligation to pay the fee for studies (hereunder "appeal") as follows:
  - a) the student lodges the appeal in writing, either as a hard copy addressed to the Dean or electronically via the data box;
  - b) the student formulates the appeal unambiguously and gives details which may be pertinent to the review of the decision;

- c) the student submits supporting documentation proving the details given as per b).
5. The Dean may revoke or amend a decision against which an appeal has been lodged, provided that such revocation or amendment satisfies the appeal to its full extent; otherwise the appeal is conveyed to the Rector within 30 days of the delivery of the appeal, along with the Dean's statement of opinion regarding the appeal.
  6. When making a decision on an appeal in accordance with Section 58, Subsection 7 of the Higher Education Act, the Rector may reduce the fee, waive the fee, or postpone the payment date for the fee. The decision on reducing, waiving or postponing payment of the fee for studies is made by the Rector on an individual basis, taking into account the following factors, in particular the student's study grades, social situation and state of health:
    - a) whether the student is a recipient of state income support/social security benefits;
    - b) whether the student's weighted study average for the previous academic year is better than 1.5 and whether during the previous academic year the student has obtained at least 60 credits (credits recognized from previous studies are not counted as part of this total);
    - c) whether the student has successfully completed a period of study/practical placement abroad lasting at least 1 month during the course of their studies at the University of Ostrava;
    - d) whether the length of study for which the fee is charged is shorter than one month;
    - e) whether the student has suffered serious health problems during the course of their studies.
  7. With regard to paragraph 6, the student must submit the relevant supporting documentation proving the details in question as part of the written appeal.
  8. If the decision on the obligation to pay the fee for studies has become legally effective and the student has not paid the fee as per paragraph 2, or the reduced fee as per paragraph 5 or 6, by the stipulated payment date as per paragraph 3 or by the postponed payment date as per paragraph 6, the University of Ostrava may proceed in accordance with Sections 64–69 of the Higher Education Act or may instigate distraint proceedings.

### **Article 3**

#### **Fees for studies in degree programmes provided in a foreign language**

1. Students studying in degree programmes provided in a foreign language pay fees for studies in accordance with Section 58, Subsection 4 of the Higher Education Act.
2. The level of the fee as per paragraph 1 is set for the upcoming academic year and is published in the public part of the University of Ostrava's website by the Dean no later than the deadline for the submission of applications to study. When setting this fee, the Dean takes account of the financial demands of the provision of the studies and the costs of ensuring the quality of the studies.
3. A student studying in a degree programme provided in a foreign language must pay the fee for studies set for the academic year as per paragraph 1, at the level as per paragraph 2, on the basis of the decision on the obligation to pay the fee for studies in a degree programme provided in a foreign language, by the set payment deadline; the payment must be made by bank transfer to the bank account of the University of Ostrava.
4. The decision on the obligation to pay the fee for studies in a degree programme provided in a foreign language is made by the Dean of the Faculty at which the degree programme is provided.
5. The student may request a reduction of the fee set as per paragraph 4 as part of an appeal against the decision on the obligation to pay the fee. The Rector may satisfy the appeal on the basis of a recommendation issued by the Dean.



---

*Appendix no. 3 to the Statute of the University of Ostrava – Fees Connected with Studies at the University of Ostrava*

6. If the student terminates his/her studies in the degree programme provided in a foreign language during the course of the academic year, any fees already paid for the degree programme provided in a foreign language are not reimbursed to the student, either in full or in part.
7. If a student studying in a degree programme provided in a foreign language fails to pay the fee for studies set as per paragraph 4, or reduced as per paragraph 5, the University of Ostrava may proceed in accordance with Sections 64–69 of the Higher Education Act or may instigate distraint proceedings.
8. A student studying in a degree programme provided in a foreign language provided outside the Czech Republic and outside the University of Ostrava's premises pays fees for studies in the manner decided by the Dean or the Rector.

#### **Article 4**

#### **Form of payment**

Fees as per Articles 1–3 of this Appendix are paid by bank transfer to the bank account of the University of Ostrava.

**Appendix no. 4 to the Statute of the University of Ostrava**

## **RULES FOR ECONOMIC AND FINANCIAL OPERATIONS OF THE UNIVERSITY OF OSTRAVA**

### **Article 1**

#### **Introductory provisions**

1. The economic and financial operations of the University of Ostrava are governed by the Higher Education Act, decisions on the provision of contributions and subsidies, specific legal regulations<sup>2)</sup>, methodological guidelines issued by the Ministry, internal regulations and Orders issued by the Rector and the Deans.

### **Article 2**

#### **Economic and financial operations of the University of Ostrava**

2. The basic resources for the economic and financial operations of the University of Ostrava are the contributions from the state budget for educational and creative activities (hereunder “contributions”), support for research, experimental development and innovation from public funds in accordance with a specific legal regulation<sup>3)</sup>, subsidies from the state budget (hereunder “subsidies”), fees connected with studies, yields from property and assets, and other income or contributions from the state budget, state Funds, the National Fund, and the budgets of municipalities and Regions, income from supplementary activities, and income from donations and inheritances.
3. When conducting its operations, the University of Ostrava is legally required to proceed with economic and financial prudence and to make effective use of funds from the state budget in accordance with specific legal regulations<sup>2)</sup> and in accordance with the conditions for the use of contributions and subsidies.
4. The Rector is accountable to the Minister for the effective use of contributions and subsidies, for the settlement of subsidies with the state budget, and for proper use of the University’s property and assets.
5. The Deans of Faculties and the Directors of other constituent parts of the University are accountable to the Rector for the effective economic and financial operations of the Faculty/constituent part.
6. The University of Ostrava is legally required to keep proper records of its property and assets and, when deciding on the use of said property and assets, to proceed in accordance with the Higher Education Act and other specific legal regulations.
7. The University of Ostrava is legally required to use its property and assets for purposes related to educational and creative activities. As part of this core activity, the University of Ostrava also

---

<sup>2)</sup> *E.g. Act no. 218/2000 Sb. on budgetary rules and on amendments to several related laws (budgetary rules), as subsequently amended, Order no. 560/2006 Sb. on the participation of the state budget in the funding of assets reproduction programmes, as subsequently amended, Act no. 130/2002 Sb. on support for research, experimental development and innovation from public funds and on amendments to several related acts (the Research and Development Support Act), as subsequently amended.*

<sup>3)</sup> *Act no. 130/2002 Sb. on support for research, experimental development and innovation from public funds and on amendments to several related acts (the Research and Development Support Act), as subsequently amended.*

*Appendix no. 4 to the Statute of the University of Ostrava – Rules for Economic and Financial Operations of the University of Ostrava*

engages in publishing activities (publishing books, study texts, other publications and occasional publications), promotional activities, cultural activities and sporting activities. The rights to the results of research, development and innovation activities (unless such activities are conducted on the basis of a public tender) belong to the University of Ostrava as the recipient of support for research, experimental development and innovation from public funds. The University of Ostrava records the results of research, development and innovation activities as part of its property/assets in accordance with valid legal regulations and applying accounting and valuation methods specified in an Order issued by the Rector.

8. In connection with the mission of the University of Ostrava, and furthermore in connection with paragraph 6, the University of Ostrava does not provide preferential access to its research capacities or its research, development and innovation results<sup>4)</sup> to entities conducting economic operations consisting in the sale of goods or services which may potentially exercise an influence over the University.
9. The University of Ostrava may also use its property and assets for the purposes of supplementary activities as part of which it conducts, for a fee, activities related to its educational and creative activities, provided that said activities ensure the more effective use of human resources and property/assets. However, supplementary activities must not threaten the quality, scope and accessibility of the activities for whose purpose the University of Ostrava was established. The rules for supplementary activities are specified in an Order issued by the Rector.
10. In the financial statement for a specific accounting period, the University of Ostrava records the results of its economic and financial operations with regard to the individual sources of funding for the individual constituent parts of the University. The net income of the University, and a proposal for its allocation among individual University Funds, is approved by the Academic Senate of the University of Ostrava on the basis of a proposal submitted by the Rector.
11. The University of Ostrava compiles a budget for a calendar year; the University's economic and financial operations are conducted in accordance with the budget. The budget of the University cannot result in a deficit. After the calendar year end, the University carries out a settlement with the state budget and submits the settlement to the Ministry by the stipulated dates.
12. The University of Ostrava's accounting systems are based on double-entry accounting and are governed by general regulations on accounting<sup>5)</sup>. The University of Ostrava is legally required to keep separate records of costs and income associated with supplementary activities.
13. The Faculties' rights to conduct supplementary activities and lifelong learning courses, and to use the income gained by these means, cannot be restricted by an Order issued by the Rector without the prior consent of the Faculties.

### **Article 3**

#### **Financial operations with current assets**

1. The primary sources of the University of Ostrava's funds for operations financed from non-investment assets are the following:
  - a) contributions;

---

<sup>4)</sup> *Section 2, Subsection 2k), Act no. 130/2002 Sb. on support for research, experimental development and innovation from public funds and on amendments to several related acts (the Research and Development Support Act), as subsequently amended.*

<sup>5)</sup> *Act no 563/1991 Sb. on accounting, as subsequently amended, Order of the Ministry of Finance no. 504/2002 Sb. implementing certain provisions of Act no. 563/1991 Sb. on accounting, as subsequently amended, for accounting units whose core activity is not commercial and which use double-entry accounting, as subsequently amended, Czech accounting standards for accounting units keeping accounts in accordance with Order no. 504/2002 Sb., as subsequently amended.*

*Appendix no. 4 to the Statute of the University of Ostrava – Rules for Economic and Financial Operations of the University of Ostrava*

- b) support for research, experimental development and innovation from public funds in accordance with a specific legal regulation<sup>3)</sup>;
- c) subsidies;
- d) fees connected with studies;
- e) yields from property/assets;
- f) other income or other contributions than those listed under a) from the state budget, state Funds, the National Fund, the budgets of municipalities and Regions, and the European Union;
- g) income from supplementary activities;
- h) income from donations and inheritances, income from foundations and foundation Funds;
- i) consolidation of funds;
- j) self-created Funds;
- k) credit from financial institutions.

**Article 4**  
**Financial operations with capital assets**

1. The primary sources of the University of Ostrava's funds for operations financed from capital assets are the following:
  - a) contributions and subsidies for capital expenditure from the state budget;
  - b) individual or systemic capital transfers (investment subsidies) from the state budget;
  - c) public budgets, state Funds and European Union Funds;
  - d) the University's own resources (the Investment Assets Reproduction Fund);
  - e) consolidation of funds;
  - f) credit from financial institutions.
2. Capital assets received from contributions, subsidies, and individual or systemic transfers from the state budget are strictly tied to a particular type of use and form a part of the annual settlement with the state budget.

**Article 5**  
**Funds**

1. The University of Ostrava establishes the following Funds:
  - a) the Reserve Fund, designated primarily for covering losses in future accounting periods;
  - b) the Investment Assets Reproduction Fund;
  - c) the Scholarships Fund;
  - d) the Remuneration Fund;
  - e) the Targeted Resources Fund;
  - f) the Social Fund;
  - g) the Operating Resources Fund.

*Appendix no. 4 to the Statute of the University of Ostrava – Rules for Economic and Financial Operations of the University of Ostrava*

2. The University of Ostrava's Funds listed in paragraph 1 a), b), d) and g) are created from profits, unless expressly stated otherwise. The University of Ostrava may allocate taxed profits to its Funds only after any losses from previous accounting periods have been covered.
3. On 31 December of the current year, the remaining balances of the Funds are carried over to the following budgetary year.
4. The Funds created from the remaining part of contributions must be used in accordance with European Union rules for the provision of public funding in order to eliminate the risk of the distortion of competition.
5. The Reserve Fund, used for covering losses in future accounting periods, is created from taxed profits. The Fund may be used for covering losses in future accounting periods.
6. The Investment Assets Reproduction Fund is created:
  - a) from taxed profits;
  - b) from the remaining part of contributions as of 31 December of the current year, as per Section 18, Subsection 2a) of the Higher Education Act;
  - c) from book depreciation of tangible and intangible assets;
  - d) from income from the sale and liquidation of long-term assets up to the residual value (the sum in excess of the residual value is classed as other income);
  - e) from funds consolidated for joint investment activity.
7. The Investment Assets Reproduction Fund may be used:
  - a) to finance long-term assets;
  - b) to provide funds to other parties as part of a contract concluded for the purpose of joint investment activity;
  - c) to repay investment credit and loans;
  - d) as a supplementary resource to finance repairs and maintenance of long-term assets after serving the investment needs of the University of Ostrava.
8. The Scholarships Fund is created:
  - a) from fees connected with studies as per Section 58 of the Higher Education Act, with the exception of fees for admissions procedures (Section 58, Subsection 1 of the Higher Education Act) and fees for studies set in accordance with Section 58, Subsection 4 of the Higher Education Act;
  - b) from transfers of tax-deductible expenditure in accordance with a specific legal regulation<sup>6)</sup>.

The Scholarships Fund may be used to pay out scholarships in accordance with the Regulations on Scholarships at the University of Ostrava. The Scholarships Fund is not created from funds provided to the University of Ostrava to cover scholarships as part of the contributions or subsidies from the state budget. These funds form a part of the annual settlement with the state budget.

9. The Remuneration Fund is created by the allocation of taxed profits. The Fund may be used in accordance with the Internal Regulations of the University of Ostrava.
10. The Targeted Resources Fund is created:

---

<sup>6)</sup> *Act no 586/1992 Sb. on income taxes, as subsequently amended.*

*Appendix no. 4 to the Statute of the University of Ostrava – Rules for Economic and Financial Operations of the University of Ostrava*

- a) from targeted donations designated for a particular purpose, with the exception of donations designated for the acquisition and technical improvement of long-term assets;
- b) from targeted donations designated for a particular purpose received from abroad;
- c) from targeted public funds designated for a particular purpose, including targeted and institutional support for research, experimental development and innovation from public funds which it was not possible to use at the University of Ostrava during the budgetary year in which said support was provided.

The University of Ostrava may transfer targeted funds as per c) into the Targeted Resources Fund up to the sum of 5% of the volume of targeted public funds provided to the University of Ostrava for individual research, experimental development and innovation projects in a given calendar year; in the case of other support from public funds, the University of Ostrava may transfer targeted funds as per c) into the Targeted Resources Fund up to the sum of 5% of the volume of this support provided to the University of Ostrava in a given calendar year. The University of Ostrava gives written notification of the transfer of targeted funds to the provider of said funds. The funds may be used only for the purpose for which they were originally provided to the University of Ostrava.

11. The Social Fund is created by the transfer of funds from the University of Ostrava's costs up to the sum of 2% of the annual costs of wages, compensatory wages and remuneration for remaining on-call from contributions as per Article 3, paragraph 1a); the specific level of funds transferred is set annually as part of the budget approval process with regard to the University's specific requirements. The fund may be used for payments to employees, their family members, and students of the University of Ostrava. A specific list of the uses of the fund and the levels permissible for such uses is given in an Order issued by the Rector.
12. The Operating Resources Fund is created:
  - a) from taxed profits;
  - b) from the remaining part of contributions as of 31 December of the current year, as per Section 18, Subsection 2a) of the Higher Education Act.

The Fund may be used in subsequent years to cover current or capital expenditure; the Fund must be used in accordance with the rules according to which the contributions were originally provided to the University of Ostrava.

13. Profits generated from basic research, applied research or development and the dissemination of the results of these activities via teaching, publication or the transfer of technologies that were supported by public funds must be used solely to fund these activities, or to disseminate the results of these activities, or for purposes of teaching.
14. The University of Ostrava keeps precise records of the extent to which each Faculty, University Institute, other unit and service organization contributes to the creation of its Funds. The Faculties, University Institutes, other units and service organizations may use the University of Ostrava's Funds as per Article 5 up to the sum of their recorded contributions. The University is not permitted to draw on the recorded contributions of individual Faculties without the consent of said Faculties.
15. On the basis of the specific requirements of the University of Ostrava, funds may be transferred among certain individual Funds of the University (the Reserve Fund, the Investment Assets Reproduction Fund, the Remuneration Fund, and the Operating Resources Fund) on the basis of a decision made by the Rector and subject to approval by the Academic Senate of the University of Ostrava.

## **Article 6**

### **Further provisions on economic and financial operations**

1. The University of Ostrava may be the recipient of credit, repayable financial assistance and loans for capital and current expenditure, provided that said credit, repayable financial assistance and loans do not establish a liability against the state budget and provided that the repayment of said credit, repayable financial assistance and loans is viable with regard to the University's economic and financial operations.
2. The state does not act as a guarantor for the financial obligations of the University of Ostrava.
3. The only financial securities which the University of Ostrava may acquire are securities issued by the state, securities whose payment is guaranteed by the state, or securities issued by commercial companies into which the University of Ostrava has invested its assets.
4. The University of Ostrava is not entitled to act as a guarantor for the monetary obligations of another party or to establish the right of lien to immovable property (real estate). The University of Ostrava is not entitled to become a partner in a general partnership ("veřejná obchodní společnost") or in a limited partnership ("komanditní společnost"). Furthermore, the University of Ostrava is not entitled to invest into a commercial company or a cooperative any immovable assets acquired by public higher education institutions from the ownership of the state, or any contributions received, or any subsidy received.
5. The University of Ostrava may invest monetary and non-monetary assets into legal entities following approval for such investment by the Academic Senate of the University of Ostrava in accordance with Section 9, Subsection 2c) of the Higher Education Act and after the issuing of prior written consent by the Board of Trustees of the University of Ostrava in accordance with Section 15, Subsection 1d) of the Higher Education Act. The rules for monetary and non-monetary investments in legal entities are stipulated in an internal regulation of the University of Ostrava.

## **Article 7**

### **Provision of contributions to other parties**

1. The University of Ostrava finances the capital and current expenditure of its service organizations provided that said organizations serve the employees and/or students of the University.
2. All activities are financed in non-cash form, with the exception of small-scale (petty cash) purchases and purchases made for urgent operational purposes – repairs and maintenance of buildings, machinery and equipment; the maximum limit for cash transactions is 10000 CZK (ten thousand Czech crowns).
3. The University of Ostrava is entitled to cover the actual operating costs (except food costs) of its catering facilities providing two main meals per day to students. The University of Ostrava is furthermore entitled, with the consent of the Ministry, to cover the same costs of providing catering services to students at catering facilities not operated by the University, on the basis of a contract concluded between the University of Ostrava and the legal entity providing said services.
4. The University of Ostrava is entitled to cover the operating costs (except food costs) of its own catering facilities providing one main meal per day to its employees, or to provide contributions to its employees according to the conditions approved in a collective agreement or stipulated in an Order issued by the Rector, with said contributions accounting for up to 55% of the price of one main meal per day, up to a maximum sum of 70% of the meal expenses paid for a working trip of 5 to 12 hours, in accordance with general regulations on the reimbursement of travel costs, if the employee of the University takes meals at catering facilities not operated by the University on the basis of a contract concluded between the University of Ostrava and the legal entity providing said services.