



OSTRAVSKÁ
UNIVERZITA

REGULATIONS ON SCHOLARSHIPS AT THE UNIVERSITY OF OSTRAVA

Approved by the Academic Senate, University of Ostrava: 17 December 2018

Registered by the Ministry of Education, Youth and Sports: 18 December 2018

Valid from: 18 December 2018

Effective from: 1 January 2019

On 18. December 2018, pursuant to Section 36, Subsection 2, Act no. 111/1998 Sb. on higher education institutions and on amendments and supplements to some other acts (the Higher Education Act), the Ministry of Education, Youth and Sports registered the Regulations on Scholarships at the University of Ostrava under reg. no. MSMT-4035-2018.

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Mgr. Karolína Gondková
Head of the Higher Education Department

Part One INTRODUCTORY PROVISIONS

Article 1 Introductory provisions

1. The Regulations on Scholarships at the University of Ostrava (hereinunder also "UO") set out the basic conditions and rules for the award and payment of scholarships at the UO pursuant to Act no. 111/1998 Sb. on higher education institutions and on amendments and supplements to some other acts (the Higher Education Act, hereinunder also "the Act") and the Statute of the University of Ostrava. Detailed stipulations on the award and payment of scholarships at the UO are set out in an Order issued by the Rector or the Dean in cases covered by these Regulations.
2. These Regulations are internal regulations of the University of Ostrava.

Article 2 Scholarships

1. Scholarships of the UO may be awarded:
 - a. as part of scholarship programmes, as set out in Part Two of these Regulations, or
 - b. outside scholarship programmes, as set out in Part Three of these Regulations.
2. Scholarships may be awarded to students of the University of Ostrava (hereinunder "students/the student"). Scholarships may also be awarded and paid if a student has already completed their studies (no later than one year following the completion of studies).
3. Scholarships may be awarded on the basis of an application, a proposal, or ex officio.
4. Scholarships may be funded:
 - a. from the state budgetary contribution for education, research, development, innovation, artistic or other creative activities (hereinunder "the state budgetary contribution")
 - b. as a subsidy from the state budget (hereinunder "a state subsidy")
 - c. from the UO Scholarships Fund
 - d. from special-purpose donations
 - e. from special-purpose subsidies provided by regional or municipal budgets, or
 - f. from other sources.

Part Two

SCHOLARSHIPS AS PART OF SCHOLARSHIP PROGRAMMES

Article 3

Announcement of scholarship programmes

1. A scholarship programme is announced in an Order issued by the Rector following consultation with the UO Academic Senate, or in an Order issued by the Dean of a Faculty following consultation with the Faculty's Scholarships Committee.
2. The announcement of a scholarship programme must contain the following information:
 - a. the name of the scholarship programme,
 - b. the purpose of the scholarship programme,
 - c. the source(s) of funding for the scholarship programme,
 - d. the requirements (conditions) for the award of a scholarship,
 - e. the sum available per scholarship, or the rules governing the calculation of the sum,
 - f. the maximum total sum of funding available for the scholarship programme,
 - g. the start and end dates of the scholarship programme,
 - h. necessary particulars for applications for scholarships or for proposals for the award of scholarships as part of the scholarship programme.
3. If one of the funding sources for the scholarship programme is the state budgetary contribution or a state subsidy, the announcement of the scholarship programme must comply with the conditions set out in Section 91, Subsections 2 and 4 of the Act, and the announcement must state which type of scholarship (pursuant to Section 91 of the Act) is offered.
4. The Order announcing the scholarship programme must be published on the UO Portal (intranet) in the appropriate section no later than the day immediately preceding the launch of the scholarship programme.

Article 4

Awards of scholarships as part of a scholarship programme

A scholarship forming part of a scholarship programme is awarded by the Rector or the Dean. The Rector or the Dean may delegate their powers to award scholarships to the appropriate Vice-Rector or Vice-Dean as part of the announcement of the scholarship programme.

Part Three

SCHOLARSHIPS OUTSIDE SCHOLARSHIP PROGRAMMES

Article 5

Types of scholarships offered outside scholarship programmes

The following types of scholarships may be offered outside scholarship programmes:

- a. scholarships for outstanding study results pursuant to Section 91, Subsection 2 a) of the Act (hereinunder “merit scholarships”)
- b. scholarships for outstanding research, development, innovation, artistic or other creative activities contributing to the enhancement of knowledge pursuant to Section 91, Subsection 2 b) of the Act (hereinunder “creative scholarships”)
- c. scholarships for research, development and innovation-related activities pursuant to Section 91, Subsection 2 c) of the Act (hereinunder “research scholarships”)
- d. scholarships (bursaries) alleviating a student’s difficult social situation pursuant to Section 91, Subsection 2 d) and Subsection 3 of the Act (hereinunder “social support scholarships”) and pursuant to Section 91, Subsection 2 d) of the Act (hereinunder “special social support scholarships”)
- e. scholarships (bursaries) contributing to accommodation costs pursuant to Section 91, Subsection 2 e) of the Act (hereinunder “accommodation scholarships”)
- f. scholarships awarded in cases worthy of special consideration pursuant to Section 91, Subsection 2 e) of the Act (hereinunder “special scholarships”)
- g. scholarships recognizing the student’s role in representing the UO in the Council of Higher Education Institutions (“Rada vysokých škol”) or in UO or Faculty academic bodies, advisory bodies and working groups pursuant to Section 91, Subsection 2 e) of the Act (hereinunder “academic scholarships”)
- h. scholarships supporting students’ studies abroad or in the Czech Republic pursuant to Section 91, Subsection 4 a) and b) of the Act (hereinunder “mobility scholarships”)
- i. scholarships supporting studies in doctoral degree programmes pursuant to Section 91, Subsection 4 c) of the Act (hereinunder “doctoral scholarships”).

Article 6

Merit scholarships

1. Merit scholarships may be awarded by the Dean of a Faculty to a student in a degree programme provided by the Faculty if the student meets the following conditions:

- a. the student is a full-time student in a Bachelor's or Master's degree programme accredited in the Czech language or is a full-time student in a joint Bachelor's or joint Master's degree programme,
 - b. the student gained at least 50 credits in the immediately preceding academic year,
 - c. the student is studying for the standard duration of studies, or is studying for the standard duration of studies plus one year if the student has studied for at least one semester at a foreign higher education institution as part of mobility programmes co-organized by the UO, and
 - d. the student's weighted study average (hereinunder "WSA") reaches the value stipulated in Paragraph 4. The WSA is evaluated after the completion of each even-numbered semester.
2. If a student is studying in more than one degree programme at the Faculty, their eligibility for a merit scholarship is evaluated separately in each degree programme in which the student is studying.
 3. The WSA is calculated as follows:

$$WSA = \frac{\sum_{i=1}^n k_i z_i}{\sum_{i=1}^n k_i}$$

where k_i is the number of credits for the i -th course, z_i is the classification (grade) received in the examination from the i -th course, and n is the total number of courses for which the student is enrolled during the period for which the WSA is calculated and which are completed by means of examinations. In accordance with Article 33 of the Regulations on Study and Examinations at the University of Ostrava, the WSA is calculated by taking the sum of classifications (grades) achieved by the student (expressed in numerical form) in courses for which the student was enrolled during the period in question and which are completed by means of examinations, multiplied by the total number of credits allocated to these courses, and then dividing the total sum by the total number of credits allocated to these courses. If the student was graded "nevyhově" ("fail") for a course, this grade is also included in the calculation, and is expressed as 4.

4. The sum payable as a merit scholarship is determined on the basis of the student's WSA as per Paragraph 3, rounded down to the nearest two decimal places, giving a value that falls into one of two bands:
 - a. band 1: WSA 1.00 – 1.20
 - b. band 3: WSA 1.21–1.50.
5. The sum payable as a merit scholarship for students whose WSA falls into one of the two bands as per Paragraph 4 is determined by the Dean of the Faculty for a given academic year.
6. Merit scholarships are paid to students ex officio as lump-sum payments, once per year.

Article 7

Creative scholarships and research scholarships

1. Research scholarships are generally awarded in accordance with the rules of the Student Grant Competition scheme at the UO.
2. Creative scholarships and research scholarships may be awarded by the Rector, a Vice-Rector appointed by the Rector, the Dean, or a Vice-Dean appointed by the Dean, ex officio or on the basis of a proposal submitted by an UO employee.

Article 8

Social support scholarships and special social support scholarships

1. Social support scholarships (bursaries) are awarded to students on the basis of an application submitted by the student, provided that the student meets the conditions stipulated in Section 91, Subsection 3 of the Act.
2. The Rector issues an Order stipulating the form, requirements and dates for the submission of applications for the award of social scholarships, the deadlines for the award procedure, and other details related to the award. Social scholarships are awarded by the Rector or by a Vice-Rector appointed by the Rector.
3. Besides social support scholarships, the Rector or the Dean may, on the basis of an application submitted by a student in an especially difficult social situation, award a special social support scholarship. The application for a special social support scholarship must include a description and documented evidence of the student's difficult social situation. A special social support scholarship may be awarded repeatedly.

Article 9

Accommodation scholarships

1. An accommodation scholarship (bursary) is awarded to a student who:
 - a. is studying in a degree programme provided by the UO in full-time form,
 - b. is studying in their first degree programme (or a degree programme following on from their first degree programme); degree programmes studied simultaneously are counted as a single degree programme, and priority is given to students who were enrolled earlier; a degree programme is not taken into consideration if the student was enrolled in the programme and also completed the programme within the period from 1 May to 30 October of the same calendar year.
 - c. has not exceeded the standard duration of studies in the degree programme or in any simultaneously studied degree programmes,
 - d. is not permanently resident in the Ostrava-město district,
 - e. has submitted the appropriate application for the award of an accommodation scholarship.
2. The Rector issues an Order stipulating the form, requirements and dates for the submission of applications for the award of accommodation scholarships, the deadlines for the award procedure, and other details related to the award of the

scholarship. Accommodation scholarships are awarded by the Rector or by a Vice-Rector appointed by the Rector.

Article 10 Special scholarships

A special scholarship may be awarded to a student by the Rector or the Dean either ex officio or on the basis of a proposal, in the form of an exceptional award, particularly in recognition of educational or creative activities or work benefiting civil society. The conditions (requirements) for the award of a special scholarship, and the sum payable as a special scholarship, are stipulated in an Order issued by the Rector or the Dean.

Article 11 Academic scholarships

1. An academic scholarship may be awarded to a student by the Rector or the Dean either ex officio or on the basis of a proposal by the Chairperson of the UO Academic Senate or the Faculty Academic Senate, in recognition of the student's role in representing the UO in the Council of Higher Education Institutions ("Rada vysokých škol"), in UO or Faculty academic bodies, and in UO or Faculty advisory bodies or working groups.
2. The maximum sum payable for each session of a body listed in Paragraph 1 is 1000 CZK (one thousand Czech crowns).

Article 12 Mobility scholarships

1. A mobility scholarship may be awarded to partially cover costs connected with studying at a higher education institution abroad, or may be awarded to international students to partially cover the costs of studying at the UO.
2. Following the student's submission of an application, a mobility scholarship as per Paragraph 1 is awarded by the Rector, a Vice-Rector appointed by the Rector, the Dean, or a Vice-Dean appointed by the Dean.

Article 13 Doctoral scholarships

1. A doctoral scholarship may be awarded to a student studying in a doctoral degree programme in full-time form who is studying within the standard duration of studies. The standard duration of studies includes all periods of unsuccessful previous studies in full-time doctoral degree programmes.
2. A doctoral scholarship is awarded by the Dean ex officio within 30 days following the student's enrolment in the programme or re-enrolment in the programme following a suspension of studies.
3. A doctoral scholarship is paid as a monthly sum. The minimum monthly sum payable is stipulated by the Rector (following consultation with the Rector's Collegium) for the particular calendar year after the Ministry of Education, Youth and Sports has announced the sum payable as a doctoral scholarship which is

used to calculate the state budgetary contribution allocated to the UO for the particular calendar year.

Part Four JOINT PROVISIONS

Article 14 Form and payment of scholarships

1. A scholarship may be awarded either in monetary or non-monetary form.
2. Scholarships in non-monetary form (e.g. vouchers for purchasing literature or for using special services supporting educational or creative activities) may be awarded only as part of a special scholarship programme funded from the UO Scholarships Fund, which is approved by the UO Academic Senate or the Faculty Scholarships Committee.
3. Scholarships in monetary form are paid in CZK (Czech crowns) by bank transfer to the student's bank account; the student must provide their bank details via the UO Portal (intranet).
4. A scholarship may be awarded as a lump sum or as a sum paid at a set interval for a set period. The stipulated duration and dates of payment are stated in the decision on the award of the scholarship.
5. If it is not possible to pay the scholarship on the stipulated date due to an obstacle on the student's part, the person who awarded the scholarship decides on an alternative payment date, or on the reduction of the scholarship, or on the withdrawal of the scholarship.
6. The payment of a scholarship is suspended if disciplinary proceedings against the student are commenced; the payment of the scholarship remains suspended for the duration of the disciplinary proceedings. If the student is not proved to have committed the disciplinary offence, payment of the scholarship resumes retroactively from the date on which it was suspended.

Article 15 Decisions on scholarships

Decisions to award a scholarship, not to award a scholarship (i.e. as part of the application/proposal procedure), to withdraw a scholarship, or to reduce a scholarship, are delivered to the student via the UO electronic information system.

Article 16 Decisions on the withdrawal of scholarships

1. The person that awarded the scholarship may review, either on the basis of a proposal or without the need for such a proposal, whether the student continues to meet the conditions for the award of the scholarship.
2. If the student no longer meets the conditions for the award of the scholarship, and if the scholarship was awarded to the student and was not paid out in full, the person as per Paragraph 1 may decide to withdraw the scholarship.

3. If the decision is taken to withdraw a scholarship, the student will not receive the payment of the awarded scholarship or its remaining part.

Article 17 The Scholarships Committee

The Scholarships Committee is constituted by the Dean as an advisory body to discuss proposals for scholarship programmes and/or to discuss proposals for the award of scholarships. The Dean issues an Order stipulating the process for the constitution of the Scholarships Committee, its membership and rules of procedure.

Part Five TEMPORARY AND CONCLUDING PROVISIONS

Article 18 Temporary provisions

Scholarships awarded before these Regulations came into effect will be paid according to the conditions that were valid at the time of the award and were stipulated in the decision on the award.

Article 19 Concluding provisions

1. The Regulations on Scholarships at the University of Ostrava registered on 26 April 2012 by the Ministry of Education, Youth and Sports under ref. no. 17 026/2012-30 are revoked.
2. These Regulations were approved by the Academic Senate of the UO on 17 December 2018 pursuant to Section 9, Subsection 1 b) of the Act.
3. Pursuant to Section 36, Subsection 4 a) of the Act, these Regulations become valid on the date of their registration by the Ministry of Education, Youth and Sports.
4. These Regulations become effective as of 1 January 2019.

prof. MUDr. Jan Lata, CSc., in his own hand
Rector