

# ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s.

## Scholarship Rules

### Article 1

#### Introductory Provisions

1. The Scholarship Rules of ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s. (hereinafter referred to as the 'Scholarship Rules') are internal regulations of ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s. They have been issued pursuant to Section 17(1)(g) of Act No. 111/1998 Coll., on higher education institutions and on the alteration and amendment of certain other acts (the Higher Education Institutions Act) (hereinafter referred to as 'the Act') and apply to all students of bachelor's and master's degree programmes offered by ŠKODA AUTO University.
2. Scholarship under the Scholarship Rules is paid by the University from the ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s. scholarship fund, which is created pursuant to Section 58(7) of the Act, and from other sources, such as contributions, subsidies and grants.
3. Apart from scholarship paid hereunder, a student may receive a scholarship granted by the Ministry of Education, Youth and Sports (hereinafter referred to as 'the Ministry') based on announced grant programmes.
4. These Scholarship Rules stipulate the types of scholarship, terms and conditions for granting them and the manner of their being paid.

### Article 2

#### Scholarship Types

1. Scholarships may be awarded to ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s. students from a grant provided from the national budget pursuant to Section 91(2)(e) of the Act for accommodation (hereinafter referred to as the 'accommodation subsidy').
2. Scholarships may be awarded to ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s. students from the ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s. budget pursuant to Section 91(2)(a) of the Act (hereinafter referred to as the 'merit scholarship').
3. Scholarships may be awarded to ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s. students from the ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s. budget pursuant to Section 91(2)(b),(c),(d) of the Act (hereinafter referred to as the 'special scholarship').
4. Scholarships may be awarded to ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s. students from a grant provided from the State Budget pursuant to Section 91(3) of the Act (hereinafter referred to as the 'social scholarship').

### Article 3

#### Merit Scholarship

1. A merit scholarship may be awarded by the Rector for excellent study results. The basic criterion is the achieved grade point average for a certain period of time, usually for the preceding academic year.

2. The student is eligible for the merit scholarship if they have met the conditions for it being awarded, are a full-time student of a bachelor's or master's degree programme, irrespective of whether they receive any other scholarship or contributions.

3. The merit scholarship is awarded starting from the second year of the bachelor's degree programme or beginning in the first year of the master's degree programme.

4. The student fills in an application for the merit scholarship with the Student Affairs Department within one month of enrolling for the next year.

5. The merit scholarship is paid on a monthly basis. The merit scholarship is not paid to the student for July and August.

#### **Article 4**

##### Criteria for Granting the Merit Scholarship

1. The student may be awarded a merit scholarship providing:

- a) they have enrolled on the 2nd year of a bachelor's degree programme (hereinafter referred to as the 'BDP'), achieved no less than 60 credits for subjects prescribed by the standard Study Plan for the 1st year of BDP in the previous year;
- b) they have enrolled on the 3rd year of a bachelor's degree programme, achieved no less than 120 credits for subjects prescribed by the standard Study Plan for the 1st and 2nd year of BDP in the previous 2 years of study;
- c) they have enrolled on the 4th year of a bachelor's degree programme, achieved no less than 150 credits for subjects prescribed by the standard Study Plan for the 1st, 2nd and 3rd year of BDP in the previous 3 years of study and the completed the practical training;
- d) they have enrolled on the 1st year of the follow-up master's degree programme (hereinafter referred to as the 'MDP'), did not exceed the standard BDP period and passed FSE in BDP with excellent overall results on the first FSE date following the expiration of the standard BDP period;
- e) they have enrolled on the 2nd year of MDP and achieved no less than 60 credits for subjects prescribed by the standard Study Plan for the 1st year of MDP in the 1st year of study.

2. Merit scholarship is awarded based on the grade point average achieved in subjects prescribed by the standard Study Plan of the respective degree programme for the preceding year of study as follows:

- a) with a grade point average from 1.00 to 1.50 inclusive 1.5 times the base amount;
- b) with a grade point average from 1.51 to 1.80 inclusive 1.0 times the base amount.

3. In the 1st year of MDP, the amount of merit scholarship awarded pursuant to Article 4(1)(d) hereof is determined as 1.5 times the base amount.

4. The grade point average is recorded in AIS and is calculated from the grade points awarded for the obtained classified credits. The average is calculated as a weighted average. Individual grades are assigned a weight equal to the number of credits for the respective subject. If a student is given a 'Fail' grade in the examination, the grade 4 is included in the average.

5. The base amount for the respective academic year is determined by the Rector.

6. A necessary prerequisite for the merit scholarship, pursuant to Article 2(2) and Article 3 hereof, is that the student does not exceed the standard period of study in the respective degree programme.

#### **Article 5**

##### Special Scholarship

1. Special scholarship, pursuant to Article 2(3), may be awarded to students by the Rector of ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s:

- a) for outstanding publications;
- b) for the student's outstanding work in ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s. bodies or other bodies directly related to ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s.;
- c) for excellent results achieved throughout their studies;
- d) for excellent research, development or other creative results contributing to a deepening of knowledge, or to cover the expenses incurred by the student in connection with such activities;
- e) for participation in the incentive programme for talented applicants;
- f) for professionally representing ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s. and ŠKODA AUTO a.s.;
- g) for outstanding sports results;
- h) in an extremely difficult social situation for the student;
- i) as support for study abroad, for which is no other support from other sources.

2. Special scholarship is usually awarded based the student's application. Any member of the academic community may propose a special scholarship to the Rector at any time during the academic year.

3. Special scholarship can be awarded repeatedly.

4. Special scholarship may be awarded by the Rector of ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s.:

- a) as a special award by the Rector;
- b) in other cases requiring special consideration.

#### **Article 5a**

Special Scholarship for participation in the incentive programme for talented applicants, pursuant to Article 5(1)

1. The incentive programme for talented applicants (the "incentive programme") can admit applicants who are full-time students of the Bachelor's or Master's degree programmes and who fulfil the conditions specified for the given year in the corresponding Instruction of the Rector.
2. There is no legal right for the admission and the decision is at the discretion of a committee appointed by the Rector.
3. Applicants who will be admitted to the incentive programme will be awarded a special scholarship for the standard period of study (3.5 years in Bachelor's, 2 years in follow-on Master's) equal to the amount and under the conditions set by the instructions of the Rector.
4. The scholarship will not be paid as a cash sum to the successful applicant. Instead, it will offset his/her tuition costs.

#### **Article 6**

Accommodation Subsidy

1. An accommodation subsidy may be awarded by the Rector to the student who meets the following conditions:

- a) they are a full-time student on a bachelor's or master's degree programme;
- b) who are studying the preliminary courses in a program of consecutive study or who transferred from one study programme to another and their previous studies have been recognised. in the case of parallel studies in different degree programmes, the student's entitlement may be considered only once, i.e. in the degree programme on which they enrolled first;
- c) they have not exceeded the standard period of study;
- d) they do not have a permanent address in the district of Mladá Boleslav.

2. The basis for an accommodation subsidy is the data from the Student Information Management System (hereinafter referred to as 'SIMS') and from the Academic Information System of ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s. and from the student's application for the subsidy with their bank details included. The student completes the application electronically in AIS.

3. The accommodation subsidy may be awarded to the student from the first day of the semester when they started their study at the University, however, no earlier than the month in which they applied for the accommodation subsidy. The precondition specified in Article 6(1)(b) hereof still applies if the student is enrolled on a degree programme, onto which they transferred from a degree programme specified in subsection (1)(b) or if the Rector grants them an exception.

4. The accommodation subsidy is paid in arrears after the receipt of a financial subsidy from the Ministry, either quarterly or bi-annually. Accommodation subsidies are not paid for July and August.

5. Failing to meet either of the conditions specified in subsection (1)(a) to (d) hereof, the student is not eligible for the accommodation subsidy.

6. The accommodation subsidy may not be paid:

- a) for the period during which the student interrupts their studies;
- b) starting from the day after completing the studies pursuant to Section 55 and 56 of the Act, Section 65(1)(c) or Section 67 of the Act;
- c) beginning the day after the date the conditions regarding the awarding of accommodation subsidies change.

7. The student is obliged to notify the Student Affairs Department of all facts that affect the payment of the accommodation subsidy.

## **Article 7**

### **Social Scholarship**

1. The social scholarship is awarded to students who are entitled to child benefit pursuant to Section 17 of Act No. 117/1995 Coll., on State Social Support, as amended, if the decisive family income determined for the purposes of the child benefit does not exceed the 1.5 multiple of the subsistence level of the family. The student proves their claim to the scholarship by presenting written confirmation, issued on their request by the state social support authority that has approved the child benefit that the annual family income stated in the confirmation and determined for the purposes for the child benefit does not exceed the 1.5 multiple of the subsistence level for the family. The confirmation for scholarship purposes is valid for 21 months from the end of the year for which the family income was established. The student may claim this scholarship only once in the specific time period.

2. The student submits an application for a social scholarship no later than one month after enrolling; if child benefit at a higher rate is awarded to the student after their enrolment, they may submit the application at any time during the academic year.

3. An essential element of the application for a social scholarship is the student's obligation to inform the Student Affairs Department immediately with any potential change to the child benefit.

4. The student is eligible for social scholarship during the standard period of study for every whole calendar month, in which they meet the conditions for the social scholarship; however, there is no entitlement to the social scholarship for July and August.

5. The social scholarship is granted to the amount of CZK 1,620 for 10 months in the academic year, for the standard duration of study.

6. The social scholarship is paid monthly.

7. The student is obliged to notify the Student Affairs Department of all facts that affect the payment of the social scholarship.

## **Article 8**

### General Provisions

1. The annual sum of funds available for merit and special scholarships is set by the Director of ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s. within the budget for the relevant calendar year.
2. If the student meets the conditions for receiving several types of scholarship, they can be awarded.
3. The amount of accommodation scholarship per one student and calendar year is set by the Ministry of Education, Youth and Sports, while the amount of the social scholarship is set by law. The University applies for granting the said scholarships in accordance with the Rules of the Ministry of Education, Youth of Sports concerning scholarship grants provision.
4. Section 68 of the Act regulates the decision-making on awarding scholarships. The decision on a scholarship is delivered to the student in person or is posted on the ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s. official notice board (in such case, the decision is regarded as delivered on the 15th day after posting it).
5. The student is obliged to notify the Student Affairs Department of all facts that affect the payment of all types of scholarship.
6. If the student ceases to meet the conditions for receiving a scholarship, the scholarship is withdrawn.
7. If it is ascertained that the application contains false or distorted data or if the duty to notify is not observed pursuant to subsection (6) hereof, the scholarship is withdrawn and the student is obliged to return any unjustly received scholarship to ŠKODA AUTO University's account within 30 days of the decision on the scholarship withdrawal coming into legal effect and is further obliged to pay a sanction to an amount equal to the last paid scholarship instalment.
8. Scholarships are paid by bank transfer to recipients' bank accounts in CZK. To this end, the recipients are obliged to provide their bank details to the ŠKODA AUTO University Study Affairs Department. Only special scholarships may be paid in cash at the recipient's request. Scholarship for participation in the incentive programme for talented applicants offsets his/her tuition costs.

## **Article 9**

### Final Provisions

1. ŠKODA AUTO University's Scholarship Rules, which were registered by the Ministry on 21 August 2014 under Ref. No. MSMT-30293/2014-1 are hereby repealed.
2. These Rules come into legal force pursuant to Section 36(2 and 4) and Section 41(2) of the Act on the day when they have been registered by the Ministry.