

ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s.

STATUTE

Part One Basic provisions

Article 1

Name, Address and Type of University

- (1) Name of the university is “ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s.”, translated into German as “ŠKODA AUTO Hochschule o.p.s. “, and into English as “ŠKODA AUTO University o.p.s. “.
- (2) ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s. (the “University”) is defined by the following basic data:
Registered office: Na Karmeli 1457, 293 01 Mladá Boleslav
Reg. No.: 29142890
Abbreviation: ŠAVŠ (in Czech), ŠAHS (translated into German), ŠAU (translated into English)
- (3) The University was established on 1st January 2013 upon registration in the register of public service companies based on the founding charter from 15/11/2012; it is a separate legal entity, and in legal relations, it acts on its own behalf in all activities within its scope.
- (4) The University is a private college under Act No. 111/1998 Coll., on Higher Education Institutions and amending other Acts, as amended (Higher Education Act) (hereinafter referred to as the “Act”), and its activities are governed by it.
- (5) The University uses on its diplomas and diploma supplements a round-shaped stamp with the national emblem of the Czech Republic and the text “ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s.” The rules for using the stamp are set in accordance with applicable laws¹⁾ by the Rector.

Article 2

Founder and Authorised Representative

The University’s Founder: ŠKODA AUTO, a. s.
tř. Václava Klementa, 869, Mladá Boleslav II, 293 01 Mladá Boleslav
REG. NO.: 00177041

¹⁾ Act No. 352/2001 Coll., on the use of the state symbols of the Czech Republic and amending certain laws, as amended.

The University's authorised representative: Director

Part Two

University Bodies

Article 3

University Bodies

- (1) The bodies of the University are established in accordance with Act No. 248/1995 Coll. on Public Service Companies and on the Amendment and Addendum to Certain Acts, as amended (hereinafter referred to as the "Act on Public Service Companies") and the Act.
- (2) The University's charter defines the positions of the University's administrative bodies. Authority bodies of the University are:
 - a) Director
 - b) Board of Trustees
 - c) Supervisory Board
- (3) Academic bodies of the University are
 - a) Rector
 - b) Vice-Rectors
 - c) Academic Board
 - d) Board for Internal Evaluation
 - e) Academic Senate
 - f) Disciplinary Committee
 - g) Bursar
- (4) Proceedings of the Board of Directors, Academic Board, Board for Internal Evaluation, the Academic Senate and the Disciplinary Committee are conducted in-person or on-line. Individual points of proceedings of these bodies of the University may also be discussed in correspondence form.
- (5) The organisational structure of the University is listed in Appendix 2. The organisational units of the University are the Departments, which serve primarily for educational, original and other professional activities. The Rector decides about establishing or abolishing a Department.

(6) The activities of Departments and their academic and other personnel are managed by the Head of Department. The Head of Department is responsible to the Rector for educational, original and other professional activities of the Department and its personnel in accordance with the mission and strategic plan of the University's educational and creative activities (hereinafter referred to as the "Strategic Plan". Heads of Departments are appointed and dismissed by the Rector.

Article 4 Rector

- (1) The Rector of the University is the Director. The Rector is responsible for administration of academic activities of the University under the Act and is responsible for compliance with the accreditation conditions under this Act and related regulations.
- (2) The Rector is represented by his designated representatives, Vice-Rectors in the specified scope. Vice-Rectors manage the activities of their respective bodies in accordance with the organisational structure of the University. The Vice-Rector for Study Affairs and Quality Management represents the Rector during his absence.
- (3) The Rector submits the internal regulations of the University to the Academic Board in accordance with the Act for approval or discussion.
- (4) The Rector creates conditions for the Board for Internal Evaluation to conduct evaluation of the University activities and writes up its results in a report on quality assessment of the educational, creative and their related activities (hereinafter referred to as the "Report on Internal Evaluation") as well as in appendices to the report . The Rector publishes the University's general evaluation results in the annual report on the University's activities.
- (5) The Rector compiles, discusses with the Academic Board and submits to the Ministry a strategic plan and the annual implementation plan of the Strategic Plan. Prior to submission to the Ministry, the Strategic Plan shall be approved by the Board of Trustees.
- (6) The Rector submits study programmes to the Academic Board for approval. If a study programme does not fall within the specified field of education for which the University has institutional accreditation, the Rector shall apply with the National Accreditation Bureau for Higher Education (the "Bureau" for granting, extending or renewal of the accreditation of a study programme approved by the Academic Board.
- (7) The Rector submits to the Academic Board for approval the application for granting institutional accreditation for a field of education or for the extension of the institutional accreditation with another field of education or another type of study programme within the accredited field of education. Once approved by the Academic Board, the Rector submits the application to the Bureau.

- (8) The Rector also
- a) decides on the admission and completion of studies in accordance with the law and with the internal regulations of the University,
 - b) appoints the members of the final state examination committee in accordance with Article 13 paragraph 4.
 - c) issues the statutory instruments for the University's internal regulations and the internal guidelines.
- (9) The decision on a disciplinary offense of students of the University is issued by the Vice-Rector for Study Affairs and Quality Management on the proposal of the disciplinary committee. The Rector shall decide on the appeal against the decision under the first sentence.

Article 5

Academic Board

- (1) The Academic Board has 30 members. Members of the Academic Board of the University (hereinafter referred to as the "Academic Board") are appointed and dismissed by the Rector.
- (2) The chairman of the Academic Board is the Rector. Owing to their functions, Vice-Rectors and the Bursar are members of the Academic Board.
- (3) Other members of the Academic Board are appointed particularly from among leading experts from both the academic and corporate sector. In accordance with Section 11 of the Act, at least one third of members of the Academic Board are individuals other than members of the academic body of the University.
- (4) The Academic Board approves:
- a) proposals of study programmes and their abolition,
 - b) proposals of applications for institutional accreditation for the field or fields education and proposals to cancel institutional accreditation in education,
 - c) members of final state examination committees who are not professors or docents,
 - d) rules of procedure of the Academic Board,
 - e) study and examination regulations,
 - f) disciplinary regulations,
 - g) rules of procedure of the Board for Internal Evaluation,

- h) accreditation rules,
 - i) fee rules connected with studying

 - j) procurement rules
 - k) internal salary rules
 - l) other internal regulations of the University, except for those internal regulations that are approved by the Board of Trustees, Board for Internal Evaluation or the Academic Senate under the foundation charter or the Statute.
- (5) The Academic Board discusses:
- a) the strategic plan of the University and its annual implementation plan,
 - b) annual report on the University's activities,
 - c) proposals of rules of the quality assurance system for educational, creative and their related activities and the internal quality assessment of educational, creative and their related activities of the University (hereinafter referred to only as the "Rules for the Quality Assurance System"),
 - d) report on the internal quality assessment,
 - e) Rector's plans to appoint or dismiss members of the Board for Internal evaluation.
- (6) The Academic Board comments on issues presented by the Rector.
- (7) Proceedings of the Academic Board abide by the internal regulation of the Academic Board, which are the internal regulations of the University.

Article 6

Board for Internal Evaluation

- (1) The Board for Internal Evaluation of the University has 12 members. The chairman of the Board is the Rector. The Vice-Chairman of the Board is appointed by the Rector from among the academic personnel of the University who are professors or docents. Owing to his function, the Chairman of the Academic Senate of the University is a member of the Board for Internal Evaluation.
- (2) Other members of the Board for Internal Evaluation are appointed and

dismissed by the Rector, of which one third is on the proposal of the Academic Board and one third on the proposal of the Academic Senate, with one member always appointed from among the students of the University. If the Rector does not appoint anyone proposed to be a member of the Board, the Rector is obliged to justify this decision to the proposer.

(3) Board for Internal Evaluation

- a) approves rules of the quality assurance system , which are internal regulations of the University,
- b) manages the internal quality assessment process of educational, creative and their related activities of the University,
- c) prepares the report on the internal assessment and appendices to the report,
- d) makes continuous record of the internal quality assessment of educational, creative and their related activities of the University,
- e) discusses proposals of new study programmes and proposals of changes, extensions or renewals of accredited study programmes,
- f) discusses the plan to apply for institutional accreditation for a field or fields of education and for extension of institutional accreditation for another field or fields of education.

(4) The Board fulfils the role of internal accreditation body of the University by conducting activities under para. 3, letters e) and f).

(5) Proceedings of the Board for Internal Evaluation abide by the internal regulation for Internal Evaluation, which are the internal rules of the University.

Article 7

The Academic Senate

- (1) The Academic Senate of the University (hereinafter referred to as the “Senate”) serves an advisory function to the Rector. The Rector is obliged to address the proposals and statements of the Senate.
- (2) The Academic Senate and its individual members are responsible for their activities to the academia.
- (3) The Senate has 11 members elected from among the academia, with at least 5 members from the students. Elections are direct with a secret ballot process.
- (4) The Senate approves the Election Rules and Rules of Procedure of the Academic Senate.
- (5) The Election Rules and Rules of Procedure of the Senate are internal regulations of the University. The Election Rules of the Senate regulate the elections of members of the Senate and the chairman of the Senate.

- (6) Membership in the Senate is incompatible with the functions of Rector, Vice-Rector, Bursar, member of the Board of Trustees and member of the Supervisory Board.
- (7) The Senate has the right to:
- a) collaborate with the Rector and Bursar on preparation of the annual activity report,
 - b) participate in the development of the Strategic Plan of the University and its annual implementation plan,
 - c) comment on the report on internal evaluation and appendices to the report,
 - d) propose modifications of internal regulations of the University,
 - e) cooperate with the Rector on the preparation of new study programmes.
- (7) Through the Senate, members of the academia have an opportunity to express their opinions on all important documents and measures related to activities of the University. The Senate creates conditions that allow members of the academia to submit comments on the institution's activities and propose solutions.

Article 8

The Disciplinary Committee

- (1) The Disciplinary Committee discusses disciplinary offenses of students and presents its proposals to the Vice-Rector for Study Affairs and Quality Management.
- (2) The Committee consists of members of the academia of the university; half of the committee consists of students. Proxies are one academic and one student.
- (3) The chairman of the Committee, its members and proxies are appointed by the Vice-Rector for Study Affairs and Quality Management. The term for members of the disciplinary committee is at most two years.
- (4) The scope of the Disciplinary Committee and course of disciplinary proceedings are governed by the disciplinary regulations.

Article 9

Bursar

The Bursar, in cooperation with the Director, is responsible for the management and internal administration of the University.

- (1) The Bursar is responsible to the Director for the management results, asset management and proper execution of all management, organisation and methodology activities.
- (2) The bursar is appointed and dismissed by the Director upon prior consent of the Board of Directors. The appointment and dismissal of the bursar is signed by the director together with a member of the Board of Directors.
- (3) The bursar acts in the name of the University together with the Director in economic matters and also to the extent he/she is authorised by the internal regulations or the statutory instrument of the University or authorisation.
- (4) The bursar ensures the economic management using the University's funds in compliance with the legislation and internal regulations or statutory instruments and internal guidelines of the University. He/she ensures the management of the property of the University and checks its supplementary activities. The bursar manages the activities of his/her subordinate departments according to the organisational structure of the University.

Part Three Activities of the University

Article 10 Educational Activities

- (1) The University provides accredited study programmes - Bachelor's and follow-on Master's study programmes (hereinafter referred to as "study programmes"), either under institutional accreditation in the given field of education, if it is granted to the University by the authority, or under the study programme accreditation granted by the Bureau.
- (2) If a study programme approved by the Academic Board does not fall within the given field of education under institutional accreditation, the University shall submit the study programme including the profile of the study programme, forms of learning and standard period of study to the Bureau for accreditation.
- (3) The University may implement lifelong learning programmes, either within the framework of the accredited study programmes or outside these study programmes.

Article 11

Admission to Study

- (1) Admission to study at the University is subject to provisions of Sections 48-50 of the Act.
- (2) The university accepts applicants to in study programmes based on admission procedure. The admission procedure to study in study programmes is administered by the university. The admission to study is decided by the University Rector.
- (3) The conditions for admission to study are announced annually by the Rector in accordance with Sections 48-50 of the Act and in accordance with the Study and Examination Regulations of the University. Study and Examination Regulations constitute internal regulations of the university.
- (4) Written applications for study in study programmes are accepted by the Study Affairs Department of the University.
- (5) The knowledge, skills and talent of applicants may be verified by an entrance examination.
- (6) The entrance examination can be written, oral or a combination thereof.
- (7) The number of students to be admitted shall be determined by the Rector together with the Bursar.
- (8) If the admission procedure does not include an entrance examination, the Rector terminates the admission procedure upon reaching the specified number of accepted applicants based on the rank of applications admitted for studying.
- (9) If the admission procedure includes an entrance examination and if more candidates meet the requirements for admission than there are places for the specified number of accepted applicants, the admission to study shall be decided based on the order of results of applicants in the entrance examination.
- (10) The decision of the outcome of the admission procedure and its possible review are subject to Section 50 of the Act. Delivery of the decision on admission is subject to Section 69a of the Act.
- (11) Applicants have the right to review their file after the decision was announced. The term "review the file" means read through the materials, which were part of the application as well as texts of all written tests done by the applicant including their assignment and evaluation, written evaluation of the applicant done by examiners in case of oral examination. The files are accessible only to the applicant and only in designated areas of the University in the presence of an employee authorised by the Rector.

- (12) Applicants may appeal against the decision within 30 days of notification. The administrative body for appeals is the Office of the Rector. The Rector reviews the compliance of the appealed decision and the procedure that preceded the issue of the decision, with the legislation, internal regulations of the University and with the conditions for admission to study specified by the University under Section 50 par. 8 of the Act.

Article 12

Conditions for Foreign Students

- (1) Foreigners can participate in the studies at the University:
- a) under the law as students studying under the same conditions as the citizens of the Czech Republic, unless stipulated otherwise by an international treaty binding for the Czech Republic
 - b) on the basis of international treaties by which the Czech Republic is bound.
- (2) During the enrolment to studies, foreign nationals are verified for having a residence permit in the Czech Republic and for meeting other provisions of legal regulations governing the stay of foreign nationals in the Czech Republic.
- (3) If a foreign national does not have a residence permit at the time of enrolment, a special enrolment for study may be provided by the Rector. Foreign nationals must be duly enrolled in the study within two months following the date of enrolment announced for the relevant academic year. If this is not done, their study is terminated.

Article 13

The Course and Completion of Studies

- (1) The course and completion of studies is governed by Sections 51-56 and 57 of the Act and by the Study and Examination Regulations.
- (2) The enrolment date is set by the Rector.
- (3) The structure of the academic year is set by the Rector.
- (4) The members of the examination committee for the final state examination in the proper completion of study in study programs are appointed by the Rector in accordance with Section 53 paragraph 2 of the Act. Pursuant to Section 53 paragraph 3 of the Act, the Ministry may appoint other members of the examination committee made up of leading experts in the field.
- (5) Evidence of study in study programs and evidence of completion of studies is issued by the University in accordance with Section 57 of the Act.

Article 14 Study Fees

- (1) The fees charged in connection with admission procedures as well as form of payment and due date are set and published by the University under the conditions for acceptance to study according to Art. 11, para. 3.
- (2) The types of study fees is connected with studying at the University is set in accordance with Section 59 of the Act and Article 15 of the Internal Study and Examination Regulations and fee rules connected with studying. The amount, form of payment, due date and payment terms shall be set out by the University in an implementing regulation.
- (3) The amount of fees connected with studies for the next academic year is published before the deadline for submission of applications to study.
- (4) The issue of evidence of study in accordance with Section 57 paragraph 5 subparagraph b) and c) of the Act, as well as replacement documents defined by the law and other documents not defined by the law is not provided free of charge. The amount of these payments for these documents is set by an implementation regulation of the University.
- (5) The university may define fees for administrative services upon student's request and for above-standard and extra services. The amount of these payments is set by an implementing regulation of the University.
- (6) The University provides applicants, students and others with free information and consultancy services related to studies and opportunities for graduates.

Article 15 Science, Research, Development, Innovation, Art and other Original Activities

- (1) Science, research, development, innovation, art and other original activities ("original activities") are a fundamental right and duty of academic personnel of the University and is the basis for educational activities. The University supported by its founding authority is responsible for creating optimal conditions for original activities of academic personnel and its students. In terms of development of this activity, the University maintains cooperation with other universities, faculties as well as with working places outside universities, both in the Czech Republic and abroad.
- (2) In terms of utilising state support pursuant to Section 2 paragraph 2 of Act No. 130/2002 Coll., On research, experimental development and innovation from public funds and on changes to certain related acts (the Act on Supporting

Research, Experimental Development and Innovation), as amended, as amended, (hereinafter referred to as the “Act on Supporting Research and Development“), the University shall comply with the Act on Supporting Research, Experimental Development and Innovation, the (EU) Commission directive no. 651/2014 and with the Communication of the Commission – the Framework for State Support of Research, Development and Innovation (2014/C 198/1). The University shares results of its research through teaching and publishing, it invests all potential profits back to its teaching and research activities and research capacities and the research results shall not be preferentially accessible to entities performing economic activities consisting of selling goods or services that could influence it in any way.

- (3) When dealing with the results of a public contract the University acts in accordance with Section 16, paragraph 1 of the Act on Supporting Research and Development, following the conditions defined in the communication from the Commission – Framework for state aid for research and development and innovation (2014/C 198/01) and related regulations. The rights to results of activities in research, development and innovations not being public contracts, belong to the University, unless special legal regulations state otherwise (Section 16 paragraph 3 of the Act on Supporting Research and Development).
- (4) Cooperation agreements with other foreign partners are signed by the University Rector together with the appropriate Vice-Rector or other authorised person. The contracts are archived in the Rector’s office. University participation in international programmes of the European Union is approved by the University Rector.
- (5) The University carries out publishing activities primarily related to original and educational activities of its academia.
- (6) The University Library as well as the library of another university, with which the University signed an agreement on cooperation, provide library and information security for the educational and original process of the University. It provides the academia with the current state-of-the-art knowledge, particularly in the disciplines cultivated at the University.
- (7) The University creates conditions for international relations and mobility of its employees and students, both in terms of the Volkswagen Group, its brands and individual companies, and partner universities and research institutions, as well as through international projects, editorial boards of journals and academic professional societies.
- (8) Original activities of the University are driven mainly by its research projects and plans. Academic freedom of original activities is guaranteed as well as publishing its results. In cases where this information is about the founding authority of the University and its activities, it must be discussed in advance and approved by the founding authority.

Article 16

Internal Evaluation of University Activities

- (1) The University conducts internal evaluation of its activities under Section 77b para. 3 of the Act and publishes its results. The University has in place and maintains a quality assurance system for educational, creative and their related activities and the internal quality assessment of educational, creative and their related activities of the University in accordance with Section 77b para. 1 of the Act.
- (2) Framework results of the internal evaluation of activities are part of the annual activity report that the University prepares every year and submits to the Ministry as a non-periodic publication in accordance with Section 42 paragraph 1 subparagraph a) of the Act.
- (3) The results of internal evaluation of the University are included in the report on internal quality assessment of educational, creative and their related activities of the University under Section 77b paragraph 3, subparagraph b) of the Act. The report on internal evaluation describes the achieved qualitative outcomes of the University in terms of educational and original activities and measures adopted to remedy any identified deficiencies. The report on internal evaluation is prepared on dates set by an internal regulation of the University, at least once every 5 years, with annual updates in the form of an amendment describing the changes achieved in quality and management measures.
- (4) The basis for internal evaluation of the University activities is data about inputs and outputs of the activities that are continuously collected by the Rector's office or relevant organisational units of the University. It is the responsibility of all departments of the university to provide timely, fully and truthfully all information required by the Rector and the Bursar. The basis for internal evaluation of activities is also the teaching evaluation done by students.
- (5) The report on internal evaluation and its amendments are prepared in accordance with Art. 6 para. 3 line c) the Board for Internal Evaluation (see Article 6 of the Statute).
- (6) The internal quality assessment process of educational and creative activities and related activities of the University is based on the application of standards and procedures for internal evaluation. The report on internal evaluation covers the following areas of evaluation of educational and original activities of the University in particular:
 - a) fulfilment of the mission and strategy of the University
 - b) fulfilment of the graduate profile and achievement of defined learning outcomes
 - c) students' success in study
 - d) opportunities of graduates in further study and in the labour market

- e) original activities of academic personnel
 - f) involvement of students in original activities
 - g) interconnection of original activities and study programmes
 - h) collaboration with other universities and institutions (including foreign)
 - i) collaboration with professional departments of the founding authority and other brands and companies within the group
 - j) cooperation with local authorities, institutions and other businesses in the region and beyond
 - k) involvement of the University in activities of professional societies and professional and social discourse
 - l) economic and personnel management of the University
- (7) The report on internal evaluation is discussed in compliance with the Art. 5 para. 5 letter d) by the Academic Board.
- (8) The purpose of internal evaluation is to monitor the level and development of educational and research activities of the University as well as the utilisation efficiency of resources of the University.
- (9) The results of university activities evaluation are used in development of the strategic plan of the University and its annual implementation plan pursuant to Section 42 (1) (b) of the Act. The strategic plan is the basic programme document of the University. Its preparation is based on the mission of the University and the interests and plans of its founding authority.

Part Four

Academia of the University

Article 17

Academia of the University

- (1) The academia, pursuant to section 3 of the Act, is formed by academic personnel and students.
- (2) The status of academic personnel of the University is governed by Section 70 of the Act and Article 18 of the Statute.

- (3) Students become members of the academia upon their enrolment for studies. A student ceases to be a member of the academia as of the date of termination or interruption of studies pursuant to Section 54-56 of the Act.
- (4) The members of the academia of the University are guaranteed the following academic freedoms and academic rights:
 - a) freedom of original activities
 - b) freedom of teaching consisting mainly of its openness to various scientific opinions and scientific and research methods
 - c) the right to learn, including free choice of specialisation within study programmes and the freedom to express opinions in lessons
 - d) the right to elect members of the Senate and to be elected as member of the Senate in accordance with the statute and the Election Rules of the Academic Senate
 - e) the right to use academic insignia and hold academic ceremonies
- (5) The University supports activities of scientific, technical professional, student and other interest groups, bringing together members of the academia, whose work helps fulfil the mission of the University.
- (6) Members of the academia are required to comply with the internal and statutory instruments and internal guidelines of the institution and ensure its good reputation.
- (7) Members of the academia can direct their suggestions, comments and complaints to the Rector or his designated representative directly or through the Senate of the University.

Article 18

Students

- (1) An applicant becomes a student on the day of enrolment to studies; an individual whose studies were interrupted becomes a student on the day of re-enrolment to studies in accordance with Section 61 paragraph 1 of the Act.
- (2) An individual ceases to be a student on the day of termination of studies in accordance with Section 55 paragraph 1 and Section 56 paragraph 1 and 2 of the Act or by interruption of studies in accordance with Section 54 of the Act.
- (3) The rights and obligations of students and their status are defined in the sixth part of the Act, especially Sec. 62 and 63 of the act. The rights and obligations of the students are further regulated by this Statute and other internal

regulations of the University. Students have the right to apply for scholarships under the Scholarship regulations of the University.

Article 19

Academic Personnel

- (1) Academic personnel of the University means employees of the university involved in educational and original activities of the University. Academic personnel conduct their activities on the basis of contracts entered into with the University.
- (2) Other experts can also participate in the teaching and research activities, mostly on the basis of agreements on work performed outside employment.
- (3) For the purposes of appointing academic personnel, the Rector can conduct a selection procedure. Procurement follows the Rules on Procurement.
- (4) The conduct of selection procedure is published on the official notice board of the University. The Rector appoints a committee for the selection procedure. The University then concludes a contract with the applicant who was selected by the committee.
- (5) The selection of academic personnel, their appointment and introduction to individual jobs (functions) is carried out in accordance with the organisational structure, rules on procurement, statutory instruments and internal guidelines of the University.
- (6) Remuneration of academic personnel and other employees is governed by the internal wage regulations and statutory instruments for internal wage regulations.

Part Five

Study programmes

Article 20

Proposals of study programmes

- (1) The University prepares proposals of study programmes it wants to implement, together with all their requirements laid down in Sections 45, 46, 47 and 47a of the Act. In doing so, the University may cooperate with another higher education institution, its founding authority or another legal entity according to Section 81 of the Act.

- (2) Proposals of study programmes, their modifications and changes are submitted to the Rector by study programme coordinators based on proposals discussed in study programme committees (established according to Art. 6 of the study and examination rules) after discussion with the Board for Internal Evaluation. The activity of a study programme coordinator is defined in Article 5 of the Study and Examination Regulations and in the Internal Accreditation Rules.

Article 21

Accreditation of Study Programmes

- (1) Application for the accreditation of study programmes containing the approved proposal of study programmes according to Art. 20 para. 2 is submitted to the Bureau by the University through the Rector in accordance with Section 79 of the Act.
- (2) The University monitors the validity of study programmes and in terms of its timing and development of knowledge and scientific knowledge and in connection with it prepares documents and submits an application for renewal or extension of accreditation of study programs in accordance with Section 80 paragraph 3 and 4 of the Act.

Part Six

Institutional accreditation

Article 22

Proposals for Institutional Accreditation for Fields of Education

- (1) The University prepares proposals for institutional accreditation for fields of education it wants to implement, together with all their requirements laid down in Section 81a of the Act.
- (2) Proposals for institutional accreditation for fields of education is handed over by the Rector for approval by the Academic Board after discussion by the Board for Internal Evaluation. Method for discussion of a proposal for institutional accreditation for fields of education regulates of accreditation rules of the University.

Article 23

Institutional Accreditation for Fields of Education

- (1) Applications for institutional accreditation for fields or of fields education containing the approved proposal of institutional accreditation for a field or fields of education according to Art. 22 para. 2 are submitted by the University by the Rector to the accreditation authority in accordance with Section 81a of the Act..
- (2) The University monitors the validity of institutional accreditations for fields of education and prepares documents for new applications for institutional accreditations of fields of education prior to the expiry of their validity. The University also prepares applications for extension of institutional accreditation of fields of education under Section 81c of the Act.
- (3) The decision-making on implementation of study programmes in terms of institutional accreditation is governed by the accreditation rules and rules of the quality assurance system.

Part Seven Academic insignia and ceremonies

Article 24 Academic Insignia

- (1) A mark of academic traditions is the academic insignia of the University.
- (2) Academic insignia are used for matriculation, graduation and inauguration, or for other significant events of the academic life.
- (3) The mode of use of academic insignia on festive occasions is defined by the University Rector.
- (4) Documentation of academic insignia is stored in the University's archive.

Article 25 Academic Ceremonies

- (1) The academic ceremony for the commencement of studies – matriculation – is organised by the University and takes place in the presence of the Rector. The amended matriculation oath is given in Appendix 1 of the Statute.

- (2) The academic ceremony for completing studies – graduation – is organised by the University and takes place in the presence of the Rector. The amended graduation oath is given in Appendix 1 of the Statute.
- (3) The content and course of academic ceremonies is approved by the University Rector.
- (4) Academic ceremonies take place in the prestigious premises of the founding authority.

Part Eight Management of the University

Article 26

- (1) Funding sources of the University consist of:
 - a) received donations, inheritances
 - b) incomes from the activity for which it was established, including fees connected with studying
 - c) subsidies.
- (2) The University may apply for subsidies from the state budget, budget of the municipality or other local authorities in the Czech Republic as well as for subsidies from national and international funds and programmes.
- (3) The University has chosen the business year to be identical to the calendar year.
- (4) The budget proposal is prepared by the Bursar and approved by the Rector and then approved by the Board of Trustees.
- (5) In accordance with the Act on public service companies, the ordinary and extraordinary financial statements must be audited. The ordinary and extraordinary financial statements are approved by the Board of Trustees and reviewed by the Supervisory Board.
- (6) Review of University management and management of individual departments in relation to the budget is conducted by the Director through the Bursar and the Supervisory Board.

Part Nine Other provisions

Article 27 Study Contract

- (1) The University concludes a study contract (hereinafter referred to as the “contract”) with the student on the day of enrolment for the first year. The contract is signed by the Rector together with the Bursar and the student.
- (2) The purpose of the contract is to identify the basic rights and duties of both parties, arising out of the contractual relationship.

Part Ten Final provisions

Article 28 Internal Regulations of the University

- (1) Internal regulations of the University include:
 - a) statute,
 - b) study and examination regulations,
 - c) scholarship regulations,
 - d) rules of procedure of the Academic Board,
 - e) rules of procedure of the Board for Internal Evaluation,
 - f) election rules of the Academic Senate,
 - g) rules of procedure of the Academic Senate,
 - h) disciplinary regulations,
 - i) rules of the quality assurance system for educational, creative activities and their related activities and the internal quality assessment of educational, creative and their related activities of the University,
 - j) accreditation rules

- k) procurement rules
 - l) internal wage rules.
 - m) the rules of fees connected with studying.
- (2) Internal regulations of the University are subject to registration with the Ministry according to Sec 41 in connection with Sec. 36 and Sec. 87 para. 1 letter a) of the act.
- (3) Study and Examination Regulations, Scholarship Regulations, Disciplinary Regulations for students, the rules of the quality assurance system, accreditation rule, procurement rule, internal wage rules and fee rules associated with studying may be further regulated by statutory instruments.

Article 29

The Validity and Effectiveness of the Statute

- (1) The statute was approved by the decision of the Board of Trustees on 19/5/2020.
- (2) It repeals the Statute of ŠKODA AUTO VYSOKÁ ŠKOLA o. p. s. registered with the Ministry on 31st August 2017 under reg. no. MSMT-14995/2017-2.
- (3) The Statute shall become valid in accordance with Section 36 paragraph 4 and 5 and Section 41 paragraph 2 of the Act upon registration by the Ministry.
- (4) The Statute shall come into effect upon registration by the Ministry.

Ing. Bohdan Wojnar
Chairman of the Board

doc. Ing. Pavel Mertlík, CSc.
Rector

ACADEMIC OATHS

Matriculation Oath

On this day I become a member of the academia of Škoda Auto University in Mladá Boleslav.

I promise I will scrupulously fulfil all my duties and obligations which result from my university studies. I will conscientiously study and, through my efforts, achieve a high level of professional knowledge.

I promise not to abuse my academic rights and freedoms and I shall, by my actions, contribute to the good name of the ŠKODA AUTO University and its founding authority, ŠKODA AUTO Company.

The Pledge of a Bachelor's Graduate

I am aware of the importance of Bachelor's education for the economic and cultural development of society and hereby promise that I will use the knowledge and experience obtained throughout my studies and develop it further according to my abilities and my conscience for the greater good.

I solemnly swear that I will always act in the spirit of the untouchable values of human dignity and freedom, with respect to the inalienable human and civil rights, aware of my duties towards others and that I will use the knowledge and skills acquired throughout my studies in the spirit of humanistic and democratic traditions to the benefit of those around me as well as of all humanity. I will keep the respect for the Czech Republic and the European Union, ŠKODA AUTO University and its founder, ŠKODA AUTO Company. By my activities, I shall strengthen their good name and prestige.

The Pledge of a Master's Graduate

I am aware of the importance of Master's education for the economic and cultural development of society and hereby promise that I will use the knowledge and experience obtained throughout my studies and develop it further according to my abilities and my conscience for the greater good.

I solemnly swear that I will always act in the spirit of the untouchable values of human dignity and freedom, with respect to the inalienable human and civil rights, aware of my duties towards others and that I will use the knowledge and skills acquired throughout my studies in the spirit of humanistic and democratic traditions to the benefit of those around me as well as of all humanity. I will keep the respect for the Czech Republic and the European Union, ŠKODA AUTO University and its founder, ŠKODA AUTO Company. By my activities, I shall strengthen their good name and prestige.

ORGANISATIONAL STRUCTURE

