

The Ministry of Education, Youth and Sports registered in accordance with Sections 87(1(a), 36(2) and (4), and Section 41(2) of Act no. 111/1998 Coll., on Higher Education Institutions and Amending Other Acts (the Higher Education Act), as amended, on June 16<sup>th</sup>, 2021, the Scholarship Regulations of ŠKODA AUTO VYSOKÁ ŠKOLA o. p. s. under Ref. No.: MSMT-458888/2020-10.

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Director of Higher Education Department

**ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s.**

**Scholarship regulations**

# ŠKODA AUTO VYSOKÁ ŠKOLA o. p. s.

## Scholarship regulations

### Article 1: Introductory provisions

1. The Scholarship Regulations of ŠKODA AUTO VYSOKÁ ŠKOLA o. p. s. (hereinafter referred to as the “regulations”) are internal regulations of ŠKODA AUTO VYSOKÁ ŠKOLA o. p. s. (hereinafter referred to as the “ŠAVŠ”). The Regulations are issued under Section 17 (1) (h) of Act No. 111/1998 Coll., on Higher Education Institutions and Amending Other Acts, as amended (the Higher Education Act) (hereinafter referred to as the “the Act”) and apply to all students of Bachelor's and Master's degree programmes offered by ŠAVŠ.
2. A scholarship under the Scholarship Regulations is paid by ŠAVŠ from its scholarship fund, which is created under Section 58 (6) of the Act, and from other sources, such as contributions, subsidies and grants.
3. Apart from a scholarship paid hereunder, a student may receive another scholarship granted by the Ministry of Education, Youth and Sports (hereinafter referred to as the “Ministry”) based on current announced grant programmes.
4. These Scholarship Regulations stipulate the types of scholarship, terms and conditions for granting them and the method of payment.

### Article 2: Scholarship Types

1. Scholarships may be awarded to ŠAVŠ students from a subsidy provided from the State Budget under Section 91(2)(e) of the Act for accommodation (hereinafter referred to as the “accommodation subsidy”).
2. Scholarships may be awarded to ŠAVŠ students from the budget of ŠAVŠ under Section 91(2)(a) of the Act (hereinafter referred to as the “merit scholarship”).
3. Scholarships may be awarded to ŠAVŠ students from the budget of ŠAVŠ under Section 91(2)(b),(c),(d) and (e) of the Act (hereinafter referred to as the “special scholarship”).
4. Scholarships may be awarded to ŠAVŠ students from a subsidy 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 under Art. 2 (2) of the Scholarship Regulations may be awarded by the Rector for excellent study results for a specific period, usually for the previous academic year.
2. A student is eligible for a 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 scholarships.
3. A merit scholarship may be awarded to students at the earliest for excellent study results achieved in the first academic year of a Bachelor's or Master's study programme.
4. Students can submit an application for the merit scholarship electronically via the contact centre of the Academic Information System (hereinafter referred to as the “AIS”) within one month of enrolment for the next year in accordance with the Study and Examination Regulations of ŠAVŠ.
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 criterion for awarding a merit scholarship is the fulfilment of conditions according to Art. 4(2) and (3) hereof.
2. The student may be awarded a merit scholarship if:
  - a. they have enrolled for the 2nd year of a Bachelor's degree programme (hereinafter referred to as the "BDP"), achieved at least 60 credits for courses prescribed by the study plan for the 1st year of the BDP in the previous academic year;
  - b. they have enrolled for the 3rd year of a Bachelor's degree programme, achieved at least 120 credits for courses prescribed by the study plan for the 2nd and 3rd years of the BDP in two previous academic years;
  - c. they have enrolled for the 4th year of a Bachelor's degree programme, achieved at least 150 credits for courses prescribed by the study plan for the 1st, 2nd and 3rd year of the BDP in three previous academic years and duly completed the required internship;
  - d. they have enrolled for the 1st year of a follow-on Master's degree programme (hereinafter referred to as the "MDP"), did not exceed the standard BDP period and passed the final state examination (the "FSE") in the BDP with excellent overall results on the first FSE date following the expiration of the standard BDP period;
  - e. they have enrolled for the 2nd year of a MDP and achieved at least 60 credits in the 1st year of study for courses prescribed by the standard study plan for the 1st year of the MDP.
3. mA Merit scholarship is awarded in the amount based on the student's average study result for courses prescribed by the study plan under Art. 4 (2) (a), (b), (c) and (e) hereof (the "average study result") as follows:
  - a. with an average study result from 1.00 to 1.50 inclusive in the amount of 1.5 times the basic amount determined under Article 4 (5),
  - b. with an average study result from 1.51 to 1.80 inclusive in the amount of 1.0 times the basic amount determined under Article 4 (5).
4. A merit scholarship in the 1st year of a MDP under Article 4 (1) (d) hereof is awarded in the amount of 1.5 times the basic amount determined under Article 4 (5).
5. The average study result is recorded in the AIS and is calculated from the assessment of individual completed study duties by obtaining credits with assessment. The average is calculated as a weighted average. The individual assessment values under Article 16 (11) of the Study and Examination Regulations of ŠAVŠ are assigned a weight equal to the number of credits of the relevant course. If a student is given a "Fail" grade in an assessment, the value of "4" is used for the weighted average.
6. The base amount for the relevant academic year is set by the Rector taking into account the yearly amount of funds allocated for merit scholarships under Article 8 (1).
7. A necessary prerequisite for the merit scholarship under Article 3 hereof is that the student does not exceed the standard period of study in the relevant degree programme.

#### **Article 5: Special Scholarship**

1. Special scholarship under Article 2 (3) of the Scholarship Regulations may be awarded to a ŠAVŠ student by the Rector:
  - a. for outstanding publications;
  - b. for the student's outstanding work in ŠAVŠ bodies or other bodies directly related to ŠAVŠ;
  - 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 or their part incurred by the student in connection with such activities;
  - e. for participation in the incentive programme for talented admitted applicants;
  - f. for professionally representing ŠAVŠ and ŠKODA AUTO a.s.;
  - g. for outstanding sports results;
  - h. in an extremely difficult social situation for the student;
  - i. as support for students studying abroad who receive no other support from other sources;

- j. in other cases requiring special consideration.
- 2. A special scholarship is usually awarded based on the student's application. Any member of the academic community may propose a special scholarship for a student of ŠAVŠ to the Rector at any time during the academic year as set by the timetable of the academic year.
- 3. A special scholarship may be awarded repeatedly and concurrently.
- 4. A special scholarship may be awarded by the Rector of ŠAVŠ also in the form of a special prize of the Rector.

**Article 5a: Special Scholarship for Participation in the Incentive Programme for Talented Applicants**

- 1. The incentive programme for talented applicants (the "incentive programme") can admit applicants who were admitted for full-time study of the Bachelor's or Master's degree programmes or a ŠAVŠ field of study, who fulfil the conditions specified for the given academic year in a Rector's instruction published in the AIS.
- 2. There is no legal right for the admission and the decision is at the discretion of a committee. The committee is chaired by the Rector and other members include the bursar and Vice-Rector for Study Affairs.
- 3. Admitted applicants who will be included in the incentive programme will be awarded a special scholarship for the standard period of study under Article 5 (1) (e) for a maximum of 3.5 years in a Bachelor's degree programme and 2 years in a follow-on Master's programme in the amount and under the conditions set by a Rector's instruction published in the AIS.
- 4. A special scholarship under Art. 5 (1) (e) of the Scholarship Regulations will not be paid and will be offset against any receivable of ŠAVŠ arising from the student obligation to pay tuition fees under Article 3 of the Rules of study-related fees.

**Article 6: Accommodation Subsidy**

- 1. An accommodation subsidy may be awarded by the Rector to a student who meets the following conditions –
  - a. a full-time student: who is in a Bachelor's or Master's degree programme;
  - b. who studies in the first study programme or a follow-on study programme or transferred from one study programme to another and their previous studies have been recognised; in the case of concurrent studies in different degree programmes, the student's entitlement may be considered only once, i.e. in the degree programme for which they enrolled first;
  - c. did not exceed the standard period of study;
  - d. does not have a permanent place of residence in the district where the place of study is located, or does not have a permanent place of residence in the Capital City of Prague in case the place of study is located in the Capital City of Prague.
- 2. The basis for awarding an accommodation subsidy is the data from the Student Information Management System (hereinafter referred to as "SIMS"), the AIS and the student's application for the subsidy. Applications for an accommodation subsidy are to be submitted electronically via the AIS.
- 3. An accommodation subsidy may be awarded to the student from the first day of the semester in which they started their study at ŠAVŠ, though not earlier than from the month in which they applied for the accommodation subsidy. The condition specified in Article 6 (1) (b) hereof still applies if the student is enrolled in a degree programme, to which they transferred from a degree programme specified in paragraph (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. Failure to meet either of the conditions specified in paragraph (1) (a) through (d) hereof results in the student losing the right for the accommodation subsidy.

6. The accommodation subsidy may not be paid:
  - a. for the period of suspension of studies
  - b. from the day of completion of studies pursuant to Section 55, 56 and 65 (1) (c) or Section 67 of the Act
  - c. from the day after the date the conditions of awarding accommodation subsidies change.

#### **Article 7: Social Scholarship**

1. The social scholarship under Art. 2 (4) of the Scholarship Regulations is awarded to students who are entitled to child benefit under the applicable legislation<sup>1)</sup>, 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 at their request by the state social support authority that has approved the child benefit that the family income for the third quarter of the calendar year 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 quarter 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 within one month after enrolment in accordance with the Study and Examination Regulations of ŠAVŠ if the child benefit was not granted or if it was not granted at the higher rate after enrolment date; in this case they may submit the application at any time during the academic year.
- 3.
4. The student is eligible for a social scholarship during the 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. The social scholarship is paid monthly.
5. The social scholarship is awarded in the amount of one quarter of the basic rate of the minimum monthly wage; the determined amount is rounded up to whole tens of crowns.

#### **Article 8: General Provisions**

1. The annual sum of funds available for merit and special scholarships is set by the Director of ŠAVŠ as part of the budget for the relevant calendar year.
2. If the student meets the conditions for receiving multiple types of scholarship, all applicable ones can be awarded.
3. The amount of the accommodation subsidy 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. In accordance with the Rules of the Ministry of Education, Youth of Sports concerning subsidies for scholarships, ŠAVŠ applies for subsidies with the Ministry.
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 through public announcement under Section 69a (2) of the Act and is posted on the ŠAVŠ official notice board - in such a case, the decision is regarded as delivered on the 15th day after posting it with the day of posting not included in the 15-day period.
5. The student is obliged to immediately inform the Study Affairs Department of any changes that affect the award or payment of any awarded scholarship.
6. If the student ceases to meet the conditions for receiving a scholarship, the scholarship is revoked by a decision.
7. If additional information is identified that proves untrue or distorted data were provided by the student in the application for scholarship under Article 2 hereof, the scholarship will be revoked.

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<sup>1</sup> Section 17 of Act no. 117/1995 Coll., on State Social Support, as amended.

8. The student is obliged to return any unjustly received scholarship to the account of ŠAVŠ within 30 days of the decision on the scholarship revocation coming into effect and is further obliged to pay a sanction equal to the paid scholarship.
9. Scholarships are paid in Czech crowns by bank transfer to the student's bank account denominated in CZK. For this purpose, the student is obliged to include in the application his/her bank details and immediately inform the Study Affairs Department of any changes.
10. Only special scholarships may be paid in cash at the student's request.

**Article 9: Final Provisions**

1. The Scholarship Regulations were approved by the Academic Board of ŠAVŠ on October 30<sup>th</sup>, 2020.
2. The current Scholarship Regulations hereby repeal the Scholarship Regulations of ŠKODA AUTO VYSOKÁ ŠKOLA o. p. s. registered with the Ministry on January 2<sup>nd</sup>, 2020 under reg. no. MSMT-32404/2019-2.
3. The provisions on study programmes mentioned in these Regulations are to be reasonably applied to study programmes accredited before 1<sup>st</sup> September 2016, the date of effect of Act No. 137/2016 Coll.
4. These Rules become valid according to Section 36 (2) and (4) and Section 41 (2) of the Act on the day of registration by the Ministry.
5. The Scholarship Regulations shall come into effect on the day following the day of its registration by the Ministry.

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