

Under Section 36 (2) of Act 111/1998 Sb. on Higher Education and on Changes in and Amendments to some other acts (the Higher Education Act), the Ministry of Education, Youth and Sports registered the Constitution of Charles University in Prague under Ref. No. 16 753/99-30 on April 26, 1999, with the exception of Appendix 4 registered under Ref. No. 11 726/2000-30 on January 25, 2000.

The amendments to the Constitution of Charles University in Prague were registered under Section 36 (2) and (5) of the Higher Education Act by the Ministry of Education, Youth and Sports on April 26, 2004, under Ref. No. 14 999/2004-30, on April 28, 2006 under Ref. No. 12 120/2006-30, on June 30, 2006 under Ref. No. 17 598/2006-30, on April 30, 2009 under Ref. No. 10 418/2009-30, on June 22, 2009 under Ref. No. 13 666/2009-30, on January 26, 2011 under Ref. No. 2 430/2011-30, on April 6, 2011 under Ref. No. 10 280/2011-30, on June 11, 2013 under Ref. No. MŠMT-25952/2013-30 and on June 18, 2013 under Ref. No. MŠMT 26836/2013-30.

**NINTH CONSOLIDATED
CONSTITUTION
OF CHARLES UNIVERSITY IN PRAGUE
OF JUNE 18, 2013**

We, the members of the Academic Senate,

expressing the will of the Academic Community of Charles University,

developing the historic traditions of the oldest higher education institution in Central Europe,

being aware of the importance of this University for the development of human knowledge, education and culture and its mission to serve the truth and to develop the ideals of humanity,

endeavouring to deepen the ideal of a University as a community in which the mutual relations of its members are determined by spiritual authority and not by power, in which the principles of academic freedom are observed as an essential basis for the existence of the Academic Community and its activities, both scholarly and pedagogical,

having in our minds the deepening of self-governing and autonomous character of the University as well as its independence from power or political structures,

making every effort to enable access to study for everyone who so wishes,

cherishing the ideal of worldwide cooperation among universities, not only as a basis of international scholarly research but mainly as a precondition of education of new generations in understanding and tolerance,

fulfilling the legacy of those who sacrificed their freedom or lives for these ideals, and being led by an effort to resume its place in the family of free universities, which has belonged to Charles University from time immemorial,

have adopted this

Constitution*

Part I.

Introductory Provisions

Article 1

Fundamental Provisions

1. Charles University (hereinafter referred to as “the University”) shall be a public higher education institution of university type¹⁾.
2. The full name of the University shall be “Charles University in Prague” or “Universitas Carolina Pragensis” in Latin.
3. The seat of the University shall be in Prague 1, at Ovocný trh 3/5.
4. The University has been in existence since its foundation on April 7, 1348.
5. The list of higher education institutions and faculties which have been incorporated in the University shall be provided in Appendix No. 1 to the Constitution herein.

Article 2

The Aim and Activities of the University

1. The aim of the University is to spread learning and to protect knowledge, to cultivate free thinking, independent scholarly research and original artistic creativity, and to fully promote the creative spirit of human society.
2. The University shall be a self-governing public institution freely carrying out creative scholarly, educational, artistic and cultural activities, for which academic freedoms and academic rights²⁾ are indispensable. The pedagogical activity at the University is based on scientific knowledge including the results of its own research.
3. The University shall carry out all types of study programmes³⁾ as well as life-long study⁴⁾.
4. The University shall provide a library service and other types of information services.
5. The University shall carry out publishing and editing activities connected mainly with the scholarly and pedagogical work of its Academic Community.
6. Additional activities must contribute to the fulfilment of the aims of the University⁵⁾.

* Translator’s note: Words importing the masculine shall include the feminine, and unless the context otherwise requires, words in the singular shall include the plural and words in the plural shall include the singular.

¹⁾ S. 2 (4) and Part 2 of Act No. 111/1998 Sb., on Higher Education and Changes in and Amendments to some other Acts (the Higher Education Act).

²⁾ S. 4 of the Higher Education Act

³⁾ S. 2 (1) of the Higher Education Act

⁴⁾ S. 2 (1) and s. 60 of the Higher Education Act

7. The University shall cooperate with national and foreign higher education institutions, scholarly and research institutions and other separate legal entities, and it shall create conditions for members of the Academic Community to participate in such cooperation. The forms and manner of cooperation between the University and other separate legal entities shall be regulated by contract.

Part II.

University Organisation and its Bodies, Academic Environment

Article 3

The Division of the University

1. The University shall be divided into Faculties and other parts.
2. The Faculties shall be the basic parts of the University.
3. Other parts of the University may be higher education institutes, other establishments for educational, scholarly, research, development, artistic or other creative activities or for the provision of information services, as well as special-purpose facilities for cultural and sports activities, accommodation and catering, to serve mainly the members of the Academic Community, or for ensuring the operation of the school.
4. The list of Faculties and other parts shall be provided in the Internal Governance Code of the University in Appendix No. 2 to the Constitution herein. Foreign-language names of the University, Faculties and other parts shall be provided in this Appendix.
5. The Rectorate shall be the executive body of the University.
6. Save as provided in s. 24 (1) of Act No. 111/1998 Sb., on Higher Education and Changes in and Amendments to some other Acts (the Higher Education Act), the bodies of the Faculties shall make decisions and act on behalf of the University in matters concerning the disposition of the property of the University to the extent provided in Article 49 (c).
7. The Directors of other parts shall make decisions and act on behalf of the University
 - a) in matters concerning the disposition of property to the extent provided in Article 49 (c),
 - b) in other matters to the extent provided in the Rector's measure, on which the Senate shall express its opinion.

⁵⁾ S. 20 (2) of the Higher Education Act

Article 4
University Self-Governance

The self-governance of the University shall be performed by the members of its Academic Community⁶⁾ directly or through the bodies of academic self-governance⁷⁾.

Article 5
Status of Members of the Academic Community

1. Members of the Academic Community shall have the right
 - a) to nominate candidates for and elect members of the Academic Senate and to be elected as members of the Academic Senate;
 - b) to nominate candidates for Rector or Dean in the manner prescribed in the Constitution herein or in the Constitution of the Faculty;
 - c) to participate in the sessions of the Academic Senate and Research Board unless the sessions of the Research Board are declared closed;
 - d) to be notified of the minutes of sessions of the Academic Senate and Research Board, including their resolutions;
 - e) to be given the floor at meetings of the members of the Academic Community;
 - f) to submit motions, comments and complaints to the bodies of academic self-governance; these bodies shall be obliged to deal with them, dispose of them without unnecessary delay, and respond to them.
2. The University shall support the activities of scholarly, specialist, professional, student, trade union, and other interest associations comprising members of the Academic Community whose activities contribute to the accomplishment of the aims of the University; conditions for the support of interest activities of students who are members of the Academic Community shall be provided in the rules of support of interest activities of students which shall constitute an internal regulation^{7a)}.
3. The University shall care for social needs of the members of the Academic Community. The University shall care for the needs of the members of the Academic Community suffering from long-term or serious health handicap, and in its activities as well as in the activities of bodies of academic self-governance it shall make reasonable provisions aimed at balancing their workload.
4. The University shall create conditions favourable for physical education and sports at the University.

⁶⁾ S. 3 of the Higher Education Act

⁷⁾ S. 7 (1) and s. 25 (1) of the Higher Education Act

^{7a)} S. 17 (1) (i) of the Higher Education Act

5. Members of the Academic Community shall be obliged to observe the internal regulations⁸⁾ of the University and the Faculty where they are members of the Academic Community, or other establishments where they work.
6. Members of the Academic Community shall be obliged to preserve the good reputation of the University.
7. The duty to preserve the good reputation of the University shall be deemed to be breached by those who
 - a) in connection with their position or membership in the Academic Community knowingly, in a generally unacceptable manner, discriminate against another person or persons,
 - b) grossly or repeatedly breach elementary rules of academic work at the University,
 - c) are guilty of fraudulent or other unfair conduct against the University, or any of its parts, bodies, students or employees,
 - d) misuse or otherwise unacceptably deal with the results of study, scholarly, research, artistic or other creative activity of another person for the benefit of their own academic activity or position at the University,
 - e) seriously and intentionally damage the property of the University, or grossly misuse it for their personal benefit,
 - f) knowingly disseminate serious false information about the University, or any of its parts, bodies, students or employees, or member of the Academic Community.
8. Members of the Academic Community shall duly perform the duties they have accepted as bodies of academic self-governance or as members of such bodies.
9. Employees who work at more than one part of the University and are members of the Academic Community shall be members of the Academic Community of only one Faculty according to their choice; they shall present a written statement of their choice or of its change to the President of the Academic Senate of the relevant Faculty. The provision of the previous sentence shall apply accordingly to students enrolled⁹⁾ at more than one Faculty, regarding the right to vote and to be elected to the Academic Senate of the University.
10. A member of the Academic Community can at the same time perform only one of the following functions: Rector, Vice-Rector, Dean, Vice-Dean, Quaestor, Secretary, or Director of another part of the University.

⁸⁾ S. 17 and s. 33 of the Higher Education Act; for other establishments compare s. 9 (1) (b) of the Higher Education Act

⁹⁾ S. 51 (2) of the Higher Education Act

Article 6
Activities of Bodies

1. The activities of bodies of the University shall be governed by the Higher Education Act, other legal regulations, the Constitution herein, and by other internal regulations of the University as well as by internal regulations of the Faculties and other parts of the University.
2. The activities of Faculties or other parts of the University shall be governed by the Higher Education Act, other legal regulations, the Constitution herein, and by other internal regulations of the University, the Constitution and other internal regulations of the relevant Faculty, or by the internal regulations of the relevant part of the University.
3. If it becomes apparent that a decision of the body of the University, a Faculty or its other part has breached statutory provisions or internal regulations of the University, such body shall be obliged to take all possible measures to remedy the situation, including the change or repeal of the decision. If the body remains inactive contrary to the mentioned regulations, the situation shall be treated accordingly.
4. In the performance of their powers, mainly in decision making, the bodies of the University, Faculty or other parts shall regard the spirit of academic freedoms and academic rights²⁾ and the principles of the Constitution of the University expressed in its preamble and the aim of the University (Article 2 (1)).

Article 7
Academic Senate of the University

1. The Academic Senate¹⁰⁾ of the University (hereinafter referred to as “the Senate”) and its members shall account for their activities to the Academic Community. While executing their duties, members of the Senate shall not be bound by directives or resolutions of the bodies of academic self-governance of the Faculty where they have been elected, but only by their conscience, and they shall be obliged to heed the interests of the entire University. A member of the Academic Senate of the Faculty where he has been elected shall attend its sessions upon the Senate’s invitation, or at the invitation of its President. The member of the Senate shall answer any questions concerning the execution of his duties asked by the Academic Senate of the Faculty or by a member of the Academic Community at the session of the Academic Senate of the Faculty.
2. Each Faculty shall elect two members of the Senate from among students and two members of the Senate from among academic staff. Two more members of the Senate from among academic staff shall be elected at other parts of the University.
3. The term of office of members of the Senate shall be three years, beginning on February 1.

¹⁰⁾ S. 8 and s. 9 of the Higher Education Act

4. For the purpose of elections, the members of the Senate shall be divided into three groups. Members of the Senate elected at Faculties mentioned in the first, second or third part of Appendix No. 3 to the Constitution herein shall be included in the first, second or third group respectively; this Appendix shall also provide for the groups into which the members of the Senate elected at other parts shall be included. The term of office of members of the Senate in the second group shall start one year later, and the term of office of members of the Senate in the third group two years later than that of members of the Senate in the first group.
5. The two candidates who have obtained the most votes shall be elected; if there are equal number of votes, the issue shall be decided by drawing lots.
6. Membership in the Senate shall terminate before the expiration of the term of office:
 - a) together with the termination of membership in the respective part of the Academic Community to which the person was elected unless otherwise provided by an internal regulation of the University,
 - b) on the date of delivery of a written statement to the President of the Senate in which the member resigns his membership in the Senate,
 - c) if the Senate decides by voting to withdraw the mandate of a Senator because of his unexcused absence at a minimum of three successive sessions of the Senate.
7. If the membership in the Senate terminates under paragraph (6), an alternate member appointed according to the Code of Elections to the Senate shall become a member of the Senate for the rest of the term of office.
8. The Quaestor, the Secretary and the Director of another part of the University may not be members of the Senate¹¹⁾.
9. The bodies of the Senate shall be the President, the Vice-President, the Board and the Commission.
10. The Board of the Senate shall consist of the President, the Vice-President, and four members; each member of the Board must be from a different Faculty. The President, the Vice-President and other members of the Board shall be elected by the Senate by secret ballot for the period of one year and they may be discharged by secret ballot; the President shall be elected from among the academic staff. The members of the Board shall retain their offices after the expiration of their terms until a new President is elected.
11. The President shall convene the Senate and act on its behalf. The Vice-President shall act as deputy for him.
12. The Board shall prepare the sessions of the Senate. For the period of holidays the Senate may authorize the Board to pass the resolutions of the Senate; the validity of such resolutions shall expire unless approved at the next session of the Senate.
13. Commissions shall be the bodies of the Senate with powers to initiate proceedings and control individual areas of its activities. Commissions shall be established by the Senate; there shall always be established the Economic Commission, the Legislative Commission,

¹¹⁾ S. 8 (1) following s. 8 (2) of the Higher Education Act

the Social Commission and the Study Commission. The Chair of the Commission shall be a member of the Senate elected by the Commission from among its members.

14. The Senate shall have a quorum if an absolute majority of its members are present. A resolution shall be passed if an absolute majority of all members present, but not less than one third of all members of the Senate, have voted in favour of it unless otherwise provided in the Higher Education Act¹²⁾; in the case of resolutions regarding internal regulations of the University¹³⁾ the affirmative vote of at least two thirds of all members present, but not less than an absolute majority of all members of the Senate, is required for passage.
15. A motion for a passage of, change to or repeal of an internal regulation of the University may be proposed by the Rector or by at least one fifth of the members of the Senate. Before considering a motion proposed by members of the Senate, the Senate shall require the Rector's opinion.
16. The Senate may pass or reject a motion of the Rector for the establishment, incorporation, merger, division or abolition of a part of the University, for the creation or abolition of common establishments of parts of the University, for the passage of the budget of the University, for the repeal or suspension of the effect of an internal regulation of a part of the University or a decision or other act of a body of a part of the University, for the appointment and discharge of members of the Research Board of the University (hereinafter referred to as "the Research Board"), and also a motion for the passage of internal regulations of a Faculty and other part; motions to amend by the members of the Senate shall not be permissible.
17. Sessions of the Senate shall be held at least five times in an academic year. The timetable of the session of the Senate as well as brief minutes outlining the content of its resolutions shall be published in the usual manner. The President shall be obliged to convene a session of the Senate if at least one fifth of the members of the Senate so require.
18. The details of the elections to the Senate and the rules of order of the Senate shall be regulated by the Code of Elections and the Rules of Order of the Senate, which shall constitute an internal regulation¹⁴⁾.

Article 8

Cooperation of the Senate with other Bodies and Persons

1. The Senate may require an opinion of a body of the University, Faculty or another part.
2. The Senate shall have the right to be notified of the conclusions of the sessions of the Rector's Advisory Board and the Research Board.

¹²⁾ S. 9 (3) of the Higher Education Act

¹³⁾ S. 17 of the Higher Education Act

¹⁴⁾ S. 17 (1) (b) of the Higher Education Act

3. If the Senate makes a decision concerning a Faculty it shall, in advance, require the opinion of the Academic Senate and the Dean of the relevant Faculty.

Article 9

Research Board

1. When appointing members of the Research Board¹⁵⁾ the Rector shall see that the main branches of science and scholarship and areas of study pursued at the University are represented.
2. Usually within three months after his appointment the Rector shall propose a motion to discharge and appoint the members of the Research Board.
3. Membership in the Research Board shall terminate
 - a) on the date of delivery of a written statement to the Rector in which the member resigns his membership in the Research Board,
 - b) on the date of passage by the Senate of a Rector's motion to discharge a member of the Research Board .
4. The Research Board shall have a quorum if an absolute majority of its members are present; a resolution shall be passed if an absolute majority of all members present have voted in its favour, unless otherwise provided in the Higher Education Act¹⁶⁾.
5. The Rector shall convene the sessions of the Research Board at least five times in an academic year. The timetable of the session of the Research Board as well as brief minutes outlining the content of its resolutions shall be published in the usual manner. The Rector shall be obliged to convene a session of the Research Board if at least one third of the members of the Research Board so require.
6. The Rector may appoint a distinguished scholar who has rendered outstanding service to the University as Honorary Member of the Research Board; an Honorary Member shall have the right to participate in the sessions of the Research Board without the right to vote. The Rector shall require an opinion of the Senate before appointing an Honorary Member of the Research Board.
7. The details of the procedure of the Research Board shall be regulated by the Rules of Order of the Research Board, which shall constitute an internal regulation¹⁷⁾.

¹⁵⁾ S. 11 and s. 12 of the Higher Education Act

¹⁶⁾ S. 72 (11) and s. 74 (6) of the Higher Education Act

¹⁷⁾ S. 17 (1) (d) of the Higher Education Act

Article 10

Cooperation of the Research Board with other Bodies and Persons

1. The Research Board may require an opinion of a body of the University, Faculty or another part.
2. Members of the Board of the Senate and the Vice-Rectors of the University shall be given the floor at sessions of the Research Board if they claim it.

Article 11

Rector

1. The Rector¹⁸⁾ shall attend a session of the Senate upon the request of the Senate or its President. The Rector shall answer any questions regarding the execution of his office asked by the Senate or its members at the session of the Senate.
2. The Rector shall be a representative of the University in the representation of higher education institutions under s. 92 (1) (b) of the Higher Education Act.
3. The term of office of the Rector shall start on the date of his appointment to the office.
4. The election of a candidate for Rector shall be called by the Senate so that it shall be held not later than ninety days before the expiration of the term of office of the sitting Rector.
5. Candidates for the Rector's position may be nominated by the Academic Senate of a Faculty, a group of at least one hundred members of the Academic Community, or a member of the Senate. Candidates shall usually be Professors – members of the Academic Community.
6. A motion to discharge the Rector may be proposed to the Senate by the Academic Senate of the Faculty or at least one fifth of the members of the Senate.
7. The details of the election of the candidates for Rector shall be regulated by the Code of Elections for Rector, which shall be a part of the Rules of Order of the Senate¹⁴⁾.

Article 12

Vice-Rectors

1. As a rule, the University shall have six permanent Vice-Rectors¹⁹⁾. The ranges of their activities shall be determined by the Rector after the Academic Senate have expressed their opinion.

¹⁸⁾ S. 10 of the Higher Education Act

¹⁹⁾ S. 10 (4) of the Higher Education Act

2. A Vice-Rector shall attend a session of the Senate upon the request of the Senate or its President. The Rector shall answer any questions regarding the execution of his office asked by the Senate or its members at the session of the Senate.
3. The Vice-Rector may convene meetings of Vice-Deans or other representatives of Faculties in relevant fields of activity.
4. The Rector shall determine which Vice-Rector shall act as his deputy in the period of his absence.

Article 13

Rector's Permanent Advisory Bodies

1. The Rector's permanent advisory bodies shall be
 - a) the Rector's Board,
 - b) the Grant Council of Charles University,
 - c) the Editorial Board of Charles University, and
 - d) the History Board of Charles University.
2. As a rule, the members of the Rector's Advisory Board shall be Vice-Rectors and the Quaestor of the University (hereinafter referred to as "the Quaestor").
3. The Grants Council of Charles University shall be the Rector's advisory body for the allocation of grants. The Rector shall appoint its members upon consideration in the Research Board; the provision of Article 9 (1) shall apply accordingly. The details of grant financing shall be regulated by the Grants Code which shall constitute an internal regulation²⁰⁾.
4. The Editorial Board of Charles University shall be the Rector's advisory body for editorial activities. The Rector shall appoint its members; the provision of Article 9 (1) shall apply accordingly. The details of editorial activities, including publishing, shall be regulated by the Editorial Code which shall constitute an internal regulation²⁰⁾.
5. The History Board of Charles University shall be the Rector's advisory body in issues connected with University traditions and the preservation of buildings. The Rector shall appoint its members.
6. The minutes of sessions of the Rector's permanent advisory bodies shall be published in the usual manner.

Article 14

Meeting of the Deans

1. The Rector shall convene meetings of the Deans to solve issues connected with the University and Faculties.

²⁰⁾ S. 17 (1) (i) of the Higher Education Act

2. The minutes of meetings of the Deans shall be published in the usual manner.

Article 15

The Quaestor

1. The Quaestor²¹⁾ shall be appointed upon a competitive hiring procedure.
2. The Senate shall express its opinion on the intention of the Rector to appoint a Quaestor.
3. The Quaestor shall have the power to dispose of the property of the University to the extent provided in s. 49 (b).
4. The Rector may authorize the Quaestor particularly
 - a) to manage the Rectorate,
 - b) to act on behalf of the University in other matters connected with economic management and the management of property,
 - c) to act on behalf of the University with respect to employment of employees of the Rectorate or other parts, but not the academic staff.
5. The Quaestor shall attend a session of the Senate upon the request of the Senate or its President. The Quaestor shall answer any questions regarding the execution of his office asked by the Senate or its members at the session of the Senate.
6. The Quaestor shall co-operate in the execution of his duties with the Vice-Rectors. He shall have the power to set assignments for the Secretaries of Faculties²²⁾ (hereinafter referred to as a “Secretary”) regarding economic management and internal administration for the management of which they are responsible, and to control the fulfilment of these assignments, unless they are regulated by s. 24 (1) of the Higher Education Act or by Article 3 (6) of the Constitution herein.

Article 16

Meeting of Secretaries

1. The Quaestor shall convene a meeting of Secretaries to solve issues connected with economic management and internal administration of the University and Faculties.
2. Brief minutes of the meetings of Secretaries shall be published in the usual manner.

²¹⁾ S. 16 of the Higher Education Act

²²⁾ S. 25 (2) of the Higher Education Act

Article 17
Rectorate

1. The Rectorate shall serve the needs of the University. To achieve that end, the Rectorate shall carry out organizational activities, co-ordinating, consultancy and advisory activities, keep records and exercise control in the areas of study, research, economy, personnel, law, external relations including foreign relations, and internal administration.
2. The Rectorate shall arrange for material and administrative aspects of the activities of the Rector, Vice-Rector, the Senate, the Quaestor and the Research Board.
3. The Rectorate shall arrange for material and administrative aspects of grant financing at the University.
4. The Rectorate shall keep a central register of issues related to activities specified in provision (2) above, including issues mentioned in s. 24 of the Higher Education Act, as well as in other situations provided for in legislation or internal regulation of the University. The Faculties and other parts shall be obliged to provide necessary information to the Rectorate in the scope and manner determined by the Rector's measure; the measure may also determine the manner in which the data under s. 57 (3) of the Higher Education Act shall be registered.
5. The details of the organisational structure of the Rectorate shall be provided in the Internal Governance Code issued by the Rector.

Article 18
The Governance of Faculties and other Parts

1. The Dean shall account for his performance to the Rector; the Dean's responsibilities under s. 24 of the Higher Education Act shall not be prejudiced by this provision. The Directors of other parts shall be subordinate to the Rector.
2. The Dean and the Director of another part shall, within their powers, be accountable to the Rector for effective use of financial means, settlement of subsidies and for proper management of property of the University.
3. When it appears to the Rector that a measure, a decision or an act of the body of a Faculty or another part, whose revision is not regulated otherwise²³⁾, has breached statutory provisions or internal regulations of the University or of the relevant Faculty or another part, he shall inform the body of such fact. If the body insists on the measure, decision or act it shall have the right to apply to the Rector for a hearing. Unless the body makes such application without undue delay or unless agreement is reached upon consideration of the matter, or unless the matter is remedied under Article 6 (3), the Rector, within his powers,

²³⁾ S. 50 (7), s. 68 (4), s. 72 (14) and s. 74 (8) of the Higher Education Act

shall take necessary remedial measures. If the body of the Faculty or another part remains inactive contrary to the mentioned regulations, the situation shall be handled accordingly.

Article 19

Bodies of Faculties and Other Parts

1. Bodies of the Faculties²⁴⁾ and Directors of other parts shall have the right to submit motions, comments and complaints to the bodies of academic self-governance of the University and to the Quaestor. Bodies of the University shall be obliged to deal with these, dispose of them without unnecessary delay, and respond to them.
2. The bodies of academic self-governance of the University and the Quaestor shall have the right to submit motions and comments to the bodies of Faculties and other parts. These bodies shall be obliged to deal with them, dispose of them without unnecessary delay, and respond to them.

Article 20

Centres for the Provision of Information Services

The operation of libraries, study rooms, computer centres and other establishments providing information services shall be governed by the Codes of Operation²⁵⁾ which must serve the needs of the Academic Community.

Article 21

Order at the Premises of the University

1. While using the premises of the University every person shall be obliged to behave in such a way that life, health and property are not endangered, that the academic rights and freedoms of members of the Academic Community are not curtailed, and that cooperative relations within the academic environment are not damaged.
2. More detailed rules ensuring order on the premises of the University may be provided by the Rector, or the Dean with regard to a Faculty.

²⁴⁾ S. 25 (1) and (2) of the Higher Education Act

²⁵⁾ Particularly s. 62 (1) (g) of the Higher Education Act

Part III.
Programmes of Study, Study and Students

Article 22
Programme of Study

1. A programme of study must be based on a major subject-area and belong to a field of study.
2. In the preparation and implementation of programmes of study it is necessary to take into account the effective use of sources together with the optimal degree of integration of educational activities.
3. Programmes of study may be performed
 - a) independently by one Faculty,
 - b) independently by several Faculties,
 - c) jointly by several Faculties,
 - d) according to (a), (b) or (c), with the contribution of a higher education institute.
4. In the case of programmes of study performed according to (a), (b) or (c) above, it is necessary to identify the Faculty where the student has enrolled⁹⁾; he shall be obliged to observe the internal regulations of the respective Faculty.
5. The programme of study may be performed in co-operation with a foreign higher education institution^{25a)}; the draft of the relevant agreement shall be proposed by the Dean to the Rector upon consideration in the Research Board of the Faculty.
6. The programme of study may be divided into branches of study.
7. The programme of study shall be specified in study plans (curricula).
8. The details of a programme of study shall be provided in the University Code of Study and Examination, which shall constitute an internal regulation²⁶⁾.
9. The details of the proposing and considering of motions to accredit programmes of study shall be provided in an internal regulation²⁰⁾.

Article 23
Ensuring and Supervising the Implementation of Programmes of Study

1. A Guarantor of the programme of study shall be charged with the coordination of the content of a programme of study, supervision of the quality of its implementation, as well as the evaluation and development of a program of study.^{26a)} A Guarantor of the subject area may be charged with similar powers regarding a branch of study; in such case

^{25a)} S. 47 (a) of the Higher Education Act

²⁶⁾ S. 17 (1) (f) of the Higher Education Act

^{26a)} S. 79 (1) (c) of the Higher Education Act

Guarantors of the subject area shall create a Board of Guarantors of the programme of study. If it is appropriate for the relevant programme of study, a Board of Guarantors may also be created for programmes of study which are not divided into branches of study, or other members of academic staff may be charged with membership of the Board of Guarantors.

2. Only an academic qualified for associate professorship^{26b)} may be charged with the position of a Guarantor of the programme of study, Guarantor of the subject area or a member of the Board of Guarantors. If a Board of Guarantors is created, a Guarantor of a programme of study shall be its Chair.
3. A Guarantor of a programme of study, Guarantor of the subject area or members of the Board of Guarantors shall be charged with their position and discharged from it
 - a) in the case of a programme of study according to Article 22 (3) (a) by the Rector upon proposal from the Dean of the relevant Faculty and after its Research Board has expressed its opinion,
 - b) in the case of a programme of study according to Article 22 (3) (b), (c) and (d) by the Rector upon a mutually agreed proposal from the Deans of the participating Faculties or from the Director of the higher education institute, and after the relevant Research Boards have expressed their opinion.
4. A Guarantor of a programme of study or a Board of Guarantors shall prepare proposals for study plans in which a programme of study shall be specified. On the basis of such proposal and after the relevant Research Board or Research Boards have expressed their opinion, the study plan shall be issued by the Dean of the relevant Faculty, or by each Dean of the participating Faculties.
5. The provision of paragraph (3) above shall apply also to the charging and discharging of members of a Subject Area Board of Doctoral Programmes of Study²⁷⁾. A Guarantor of the doctoral programme of study shall be the member of the relevant Subject Area Board. If the doctoral programme of study is divided into several branches of study, the Guarantor of the programme of study shall be a member of at least one Subject Area Board, and Guarantors of the subject area shall be members of the Subject Area Board, whose branch of study they guarantee.
6. A Subject Area Board shall have a minimum of five members; at least two thirds of its members must be from among Associate Professors or Professors; at least one third of its members must not be members of the Academic Community of the relevant Faculty or participating Faculties; and at least one member of the Subject Area Board must not be a member of the Academic Community of the University.
7. The detailed regulation of powers of a Guarantor of the programme of study, Guarantor of the subject area, Board of Guarantors and a Subject Area Board shall be provided in the Rector's measure upon which the Research Board and the Senate shall express their opinion.

^{26b)} S. 70 (4) of the Higher Education Act

²⁷⁾ S. 47 (6) of the Higher Education Act

8. Upon request, the Guarantor of the programme of study, Guarantor of the subject area, Board of Guarantors or the Subject Area Board shall be responsible for the presentation of reports on the implementation of programmes of study to the Dean, or Deans, and to the Rector. The implementation of the programmes of study at the Faculty, or at the higher education institution, shall be regularly supervised by the Dean, or the Director of the higher education institution, who shall, without delay, take necessary measures.

Article 24 **Admission to Study**

Admission to study at the University, including review procedures, shall be regulated by the Admission Procedure Code, which shall constitute Appendix No. 5 to the Constitution herein.

Article 25 **Study**

The details of study, including the rights and duties of students and the rules of review procedures in deciding the rights and duties of students, as well as the manner in which the defended final papers (theses or dissertations) and those submitted for defence shall be published^{27a)}, shall be provided in the University Code of Study and Examination, which shall constitute an internal regulation²⁶⁾.

Article 26 **Conditions of Study for Foreigners**

1. Foreigners shall study at the University
 - a) as students according to the Higher Education Act,
 - b) on the basis of international treaties which are binding on the Czech Republic²⁸⁾,
 - c) on the basis of agreements on cooperation made under s. 6 (1) (i) of the Higher Education Act, particularly on international programmes, European Union programmes for academic mobility, and on the basis of agreements with higher education institutions.
2. If the Dean of the Faculty has reasonable doubt about the ability of an applicant above to study on a programme of study under paragraph (1) (a) in Czech he may decide that the Czech language shall be a part of the entrance examination; this provision shall not apply if an international treaty binding on the Czech Republic provides otherwise.

^{27a)} S. 47 (b) of the Higher Education Act

²⁶⁾ S. 17 (1) (f) of the Higher Education Act

²⁸⁾ S. 106 of the Higher Education Act

3. During the enrolment of a foreigner to study it will be checked whether he has a residence permit and meets other legal requirements regulating the stay of foreigners in the territory of the Czech Republic.
4. If a foreigner studies on a programme of study carried out in a foreign language he shall be obliged to pay for study under Article 33 (1) (c).
5. The conditions for admission to study under paragraph (1) (b) and (c) above and the study so based shall be governed by the relevant contract.
6. The details of study of foreigners under paragraph (1) (b) or (c) above shall be provided in an internal regulation²⁰⁾.

Article 27

State Rigorosum Examination, which is not a Part of Study

The procedure of admission of applications for a State Rigorosum Examination (s. 46 (5) of the Higher Education Act), which is not a part of study, the details of these examinations, their course and evaluation, details of the manner in which the defended Rigorosum theses and those submitted for defence shall be published^{27a)}, as well as the rules regulating the fees for admission of applications for, and the taking of, the examination^{28a)} and the determination of payment of costs connected with these examinations and their preparation, shall be governed by the State Rigorosum Examination Code, which shall constitute an internal regulation²⁰⁾.

Article 28

Exchange of Students

1. Principles and rules governing the exchange of students shall be provided in agreements on cooperation made under s. 6 (1) (i) of the Higher Education Act.
2. Detailed conditions for the selection of students of the University to participate in an exchange shall be provided by the Rector of the University after consulting the Deans of the relevant Faculties. The conditions shall be posted on the official notice boards of the Faculties.

^{27a)} S. 47 (b) of the Higher Education Act

^{28a)} S. 46 (5) of the Higher Education Act

Article 29

Students' Appraisal

The Rector or the Dean may praise a student or grant him an award or a material gift; the rules for granting these by the Rector shall be provided in an internal regulation²⁰⁾, the rules for granting these by the Dean may be provided in an internal regulation of the Faculty²⁹⁾.

Article 30

Bursary

The rules for granting bursaries, including application procedures and review procedures, shall be provided in the Bursary Code, which shall constitute an internal regulation³⁰⁾.

Article 31

Infringements of Discipline by Students

Detailed provisions concerning the infringement of discipline by students, the imposition of sanctions for infringements, and disciplinary proceedings, including review proceedings, shall be provided in the Code of Disciplinary Procedure for students of the University, which shall constitute an internal regulation³¹⁾.

Article 32

Accommodation and Catering of Students

1. Accommodation of and catering for students in dormitories and refectories of the University shall be based on contract³²⁾.
2. The rules for the provision of accommodation in the University dormitories and for the provision of catering in the University refectories as well as the powers of a part of the University providing these services, relations among these bodies and self-governing bodies of the University and the self-governance of lodgers shall be provided in the Accommodation and Catering Services Code, which shall constitute an internal regulation²⁰⁾.

²⁹⁾ S. 33 (2) (g) of the Higher Education Act

³⁰⁾ S. 17 (1) (g) of the Higher Education Act

³¹⁾ S. 17 (1) (h) of the Higher Education Act

³²⁾ Act No. 40/1964 Sb., the Civil Code, as amended

3. Accommodation and catering can be provided to students by another legal entity; in such case the detailed powers of self-governing bodies of the University shall be provided in an internal regulation under paragraph (2).

Article 33 **Fees for Study**

1. Appendix No. 6 to the Constitution herein shall provide
 - a) the range of amounts for the determination of fees for admission procedure³³⁾,
 - b) the range of amounts for the determination of fees for study on individual Bachelor's and Master's programmes of study³⁴⁾,
 - c) the range of amounts for the determination of fees connected with the implementation of the programmes of study for foreigners in a foreign language³⁵⁾,
 - d) the form and due dates of payment of the fees mentioned under a. to c. above, as well as the conditions for their reduction, waiver or deferral.
2. The amount of fees under paragraph (1) shall be determined by the Dean of the relevant Faculty after the Academic Senate have expressed their opinion.
3. The amount of fees determined under paragraph (2) shall be posted³⁶⁾ on the official notice board of the Faculty.

Article 34 **Payments Collected from Students for Certain Acts**

1. For acts stipulated in a measure of the Rector and considered by the Senate, a payment up to the amount of costs connected with such acts may be collected from students. The amount of the payment shall be determined by the Dean of the relevant Faculty or by the Rector according to the provisions in the measure.
2. The act mentioned in paragraph (1) shall not be performed unless the payment is made.

³³⁾ S. 58 (1) of the Higher Education Act

³⁴⁾ S. 58 (2), (3) and (4) of the Higher Education Act

³⁵⁾ S. 58 (5) of the Higher Education Act

³⁶⁾ S. 58 (6) of the Higher Education Act

Article 35

Delivery of Written Documents to Students' and Applicants' Own Hands

1. Written documents may be delivered to students to their own hands at the Faculty. The student shall confirm the receipt of documents by his signature. A refusal to receive a document shall be considered as receipt; a record must be made of the refusal.
2. If paragraph (1) is not followed, or in case of failure to deliver a document under paragraph (1) within three working days, the document shall be delivered by a provider of postal services^{36a)} to the reported mailing address³⁷⁾. A written document shall be considered as delivered on the date of receipt, on the date of a failed attempt to deliver it^{37a)} or after the lapse of ten days' time for collection, counted from the date when the document was deposited at the premises of the postal services provider and the addressee was called to collect it^{37b)}.
3. If the student is represented upon a power of attorney, documents shall be delivered only to his representative and only by a postal services provider. The provision in paragraph (2), 2nd sentence shall apply accordingly.
4. If, for any reason, a written document fails to be delivered under paragraph (2) or (3), or if the student fails to fulfil his duty to report his address, the written document shall be deposited at the study department of the Dean's Office and a notice thereof shall be posted on the official notice board of the Faculty (alternative delivery at the Faculty). The eighth day after the deposition of the document shall be the date of delivery. This procedure may not apply to decisions under s. 68 (3) (f) to (i) of the Higher Education Act.
5. The provisions of paragraphs (1) to (3) shall apply accordingly for the delivery of documents to the own hands of applicants for study as well as applicants who have submitted an application form for the State Rigorous Examination which is not a part of study (Article 27).

Article 36

Life-long Education

1. The provision of life-long education shall be based on a contract³²⁾.
2. The rules for the preparation, approval and implementation of programmes of life-long education, for the selection of applicants and for the determination of fees shall be provided in the Life-long Education Code, which shall constitute an internal regulation²⁰⁾.

^{36a)} Act No. 29/2000 Sb. to regulate postal services and to amend some other laws (Postal Services Act)

³⁷⁾ S. 63 (3) (b) of the Higher Education Act

^{37a)} S. 24 (3) and (4) of the Administrative Procedure Code

^{37b)} S. 23 and 24 (1) of the Administrative Procedure Code

Article 36a
Internationally Recognized Courses

1. The University shall organize internationally recognized courses focused on the development of expertise of students or graduates of foreign higher education institutions^{37c)} (hereinafter referred to as “internationally recognized courses”). The organization of a specific internationally recognized course shall be decided by the Rector after the Research Board have expressed its opinion. The Rector shall determine the period when an internationally recognized course can be held.
2. The plan of a Faculty or a Higher Education Institute, or a common plan of these parts of the University to organize an internationally recognized course shall be submitted to the Rector together with the opinion of the Research Board of the Faculty or Higher Education Institute.
3. Persons who complete internationally recognized courses shall receive a certificate or an internationally recognized degree from the University.
4. Minimum requirements for the process and evaluation of study in the internationally recognized course, as well as the details of submission of plans to organize internationally recognized courses, their formal elements and consideration, publishing information about internationally recognized courses, evaluation of such courses, admission of applicants to the courses, payment of fees for the courses and issuing certificates and granting internationally recognized degrees shall be provided in the Rector’s measure. The Rector’s measure can determine which details shall be provided in a measure of the Dean of the Faculty or the Director of the Higher Education Institute.
5. Rector’s measures and possible measures of the Dean of the Faculty or the Director of the Higher Education Institute under paragraph (4) as well as other information about internationally recognized courses organized by the University shall be published on the Internet and must be available to the applicants for admission to the internationally recognized courses in advance.
6. The provision of internationally recognized courses shall be based on contract³²⁾.

Part IV.
Academic Staff and Other Employees

Article 37
Employment Relations of the Academic Staff

1. Full Professors and Associate Professors shall usually be employed under a contract of employment for indefinite time; other academic staff shall usually be employed under a fixed-term contract.

^{37c)} S. 60a of the Higher Education Act

2. Before an employment contract, an agreement to perform work or an agreement to complete a job is made, the Dean shall satisfy himself in the central register kept under Article 17 (4) that the intended creation of an employment relation does not constitute a breach of legislation.
3. Work orders given to academic staff must not infringe academic freedoms or academic rights.

Article 38

Competitive Hiring Procedure

1. The rules of competitive hiring procedure for the positions of academic staff shall be governed by the Competitive Hiring Procedure Code, which shall constitute an internal regulation³⁸⁾.
2. Competitive hiring procedure may also be arranged to hire other employees, particularly scientific and research staff.

Article 39

Pay

The rules for the determination of pay of the academic staff and of other employees shall be provided by an internal wage regulation³⁹⁾ according to other legislation⁴⁰⁾.

Article 40

Special Provision on Employees Who Are Not Academic Staff

The provisions of Article 5 (2) to (6) shall apply accordingly to employees of the University who are not the academic staff.

Article 41

Appointment of Associate Professors and Full Professors

1. Details about the submission of proposals concerning the accreditation of subject areas for associate professorship (“habilitation”) and full professorship appointment procedures shall be provided in an internal regulation²⁰⁾.

³⁸⁾ S. 17 (1) (e) of the Higher Education Act

³⁹⁾ S. 17 (1) (c) of the Higher Education Act

⁴⁰⁾ Act No. 1/1992 Sb., to regulate Wage, Compensation for On-Call Duty, and Average Earnings

2. The Rector shall inform the Senate of the accreditation of a subject area for associate professorship (habilitation) and full professorship appointment procedures at its next immediate session.
3. The details of associate professorship (habilitation) and full professorship appointment procedures shall be provided in the Code of Procedure to Grant Associate Professorship and Full Professorship, which shall constitute an internal regulation²⁰⁾.

Article 42

Visiting Professors

1. Teachers from foreign higher education institution whose position corresponds with the position of Full Professors or Associate Professors may during their stay at the University use the working designation “Visiting Professor of Charles University” upon the Rector’s decision, issued upon proposal by the Research Board of the Faculty or higher education institute.
2. Visiting Professors shall have the rights and duties of Members of the Academic Community with the exception of the right to vote and to be elected to the Academic Senate.

Part V.

Long-term Plan, Annual Reports and Evaluation of Activities

Article 43

Preparation of Long-term Plan and its Implementation

1. The long-term plan of educational, scholarly, research, development, artistic or other creative activities⁴¹⁾ of the University (hereinafter referred to as “the long-term plan of the University”) shall constitute the fundamental programme document and one of the factors for the determination of the amount of allowance or subsidies for accredited programmes of study, programmes of life-long study, and connected scholarly, research or other creative activities⁴²⁾.
2. The long-term plan of the University shall be based in particular on the conceptions of the development of the University, the long-term plans of Faculties⁴³⁾ and the conceptions of the development of other units participating in educational or scholarly activities.
3. The preparation of the long-term plan of the Faculty shall be based on the interests of the University as a whole. Faculties and other parts mentioned in paragraph (2) above shall

⁴¹⁾ S. 21 (1) (b) of the Higher Education Act

⁴²⁾ S. 18 (4) of the Higher Education Act

⁴³⁾ S. 27 (1) (h) of the Higher Education Act

participate in the preparation of and may express their opinion on the long-term plan before it is considered by the Research Board.

4. The long-term plan of the University shall serve as a basis for the preparation of changes in the internal organization, new programmes of study, and focusing of scholarly research.
5. Further⁴⁴⁾ details of the long-term plan of the University shall be provided where necessary.

Article 44

Preparation of Annual Reports and their Implementation

1. The Annual Report on Activities and the Annual Report on Economic Management⁴⁵⁾ shall be prepared on the basis of University documentation as well as on annual reports of the Faculties⁴⁶⁾ and documentation from other parts; they shall contain an evaluation of Faculties and other parts from the point of view of the University as a whole.
2. Comments on the Annual Report on Activities shall be submitted to the Senate by the Rector, who may authorize the Quaestor to comment on the Annual Report on Economic Management.
3. The findings of annual reports shall be implemented in the management of the Faculty and in updating or further specification of the long-term plan.

Article 45

Content and Evaluation of Activities

1. Evaluation of activities⁴⁷⁾ at the University shall consist of regular evaluation of efficiency of the organization, the standard of pedagogic, scholarly and research work, as well as the use of other sources.
2. Evaluation of activities shall be performed as evaluation of Faculties and other parts, their establishments and the members of Academic Community from the point of view of the University as a whole.

⁴⁴⁾ Compare s. 9 (1) (i) of the Higher Education Act

⁴⁵⁾ S. 21 (1) (a) of the Higher Education Act

⁴⁶⁾ S. 27 (1) (d) of the Higher Education Act

⁴⁷⁾ S. 21 (1) (f) of the Higher Education Act

Article 46
Rules of Evaluation of Activities

1. Source documents for evaluation shall be data on input and output of activities of the University, Faculties and other parts, which shall be systematically collected by the Rectorate. It shall be the duty of all parts to provide true and complete information required by the Rectorate in time. Another source for evaluation of activities shall be students' evaluation of instruction; its rules shall be provided in an internal regulation²⁰⁾.
2. Source documents for the evaluation of activities shall be assessed and a draft of conclusions shall be prepared by the Evaluation Board appointed by the Rector for a concrete evaluation report. At least three members of the Evaluation Board must not be employees of the University; no part of the University may have more than one member in the Evaluation Board and such member shall not participate in the evaluation of the part where he belongs.
3. If need be, the Rector may direct or the Evaluation Board may, on its own initiative, perform a follow-up inquiry.
4. An evaluation report on each Faculty or other part participating in educational, scholarly or research activity shall be prepared at least once every five years; the results of the past evaluation shall be taken into account in deciding the deadline for the following report.

Article 47
Results of Evaluation of Activities

Upon consideration by the Research Board and approval by the Senate, the results of the evaluation of activities shall be published along with the next annual report on activities. The results of evaluation shall be implemented in the preparation of long-term plan.

Part VI.
Economic Matters

Article 48
Budget and Provisional Budget

1. Individual budgets of the Faculties shall be a part of the budget⁴⁸⁾ of the University if the Rector so provides.
2. Individual budgets of the Faculties shall be drawn up balanced.

⁴⁸⁾ S. 18 (1) of the Higher Education Act

3. A draft budget of the University shall be based on principles of long-term rules of allocation of revenues of the University provided by the Rector after the Research Board and the Senate have expressed their opinion. In the course of approving the budget of the University, the Senate shall, upon the Rector's proposal, specify these rules for the given year and it may also determine indicators important for the creation and drawing up of selected budget items upon the Rector's proposal.
4. In the allocation of revenues of the University, the following data shall, in particular, be taken into account: the achieved results of educational activities, the long-term plan of the University and Faculties, the type and financial costs of the accredited programmes of study and programmes of life-long education, as well as numbers of students. In the allocation of funds for scholarly and research activities the results of scholarly or research work and its costs shall, in particular, be taken into account.
5. From the 1st January until the approval of the University budget, financial management shall be governed by a provisional budget, i.e. the monthly expenditures must not exceed one twelfth of the state allowance or subsidy obtained from the state budget in the previous calendar year. The Rector shall be authorized to take necessary measures to ensure financial management. Budget revenues and expenditures realized within the period of provisional budget shall be settled on the University budget after its approval.

Article 49

Disposition of Property

1. The following persons shall decide on the disposition of property of the University and act on behalf of the University in property matters:
 - a) the Rector always in matters mentioned in s. 15 (1) (a) to (d) of the Higher Education Act and in the disposition of donations exceeding in value 100.000 CZK and objects of cultural value as well as in matters stipulated in a measure of the Rector;
 - b) the Quaestor in matters not mentioned under (a), (c) or (d);
 - c) the Dean, or the Faculty's Secretary to the extent provided in a measure of the Dean, in matters of property the administration of which is within his responsibility, namely
 - i) the lease of non-residential premises, or real property, up to the area of 300 m², on condition that the period of time for which the lease contract is agreed shall not exceed five years; the same provision applies to other contracts creating the right to use non-residential premises or real property,
 - ii) the lease of a service flat to an employee of the University on the premises of the Faculty,
 - iii) the disposition of personal property the purchasing price of which shall not exceed CZK 2,500,000
 - iv) acts connected with due administration of entrusted property;
 - d) the Director of another part who is entrusted with the exercise of administration of property in the case of

- i) disposition of allocated financial means,
- ii) acts connected with supplementary activities including the disposition of means acquired from such activities,
- iii) the lease of non-residential premises, or real property, up to the area of 300 m², on condition that the period of time for which the lease contract is agreed shall not exceed five years; the same provision applies to other contracts creating the right to use non-residential premises or real property,
- iv) the lease of a service flat to an employee of the University on the premises of the respective part,
- v) the disposition of personal property the purchasing price of which shall not exceed CZK 2,500,000,
- vi) acts connected with due administration of entrusted property.

Article 50

Contracts on the Use of Non-residential Premises or Real Property

1. For the conclusion of contracts to lease non-residential premises or real property not mentioned in Article 49 (c) or (d), a prior opinion of the Senate shall be required; the same provision shall apply to other contracts creating the right to use non-residential premises or real property.
2. For the conclusion of contracts to lease non-residential premises or real property mentioned in Article 49 (c), as well as contracts not mentioned in Article 49 (c) concerning premises used by the Faculty, a prior opinion of the Academic Senate of the Faculty shall be required; the same provision shall apply to other contracts creating the right to use non-residential premises or real property. A prior opinion of the Academic Senate of the Faculty shall not be required for the conclusion of lease contracts concerning premises up to the area of 100 m² and the period of time for which such contracts are agreed shall not exceed two years, unless otherwise provided by the internal regulations of the Faculty.

Article 50a

Creation of Artificial Legal Persons, University Property Investment

1. Rector's proposal^{48a)} to create an artificial legal person or to invest monetary or non-monetary property of the University in the artificial legal person shall contain an analysis showing how the proposed plan will contribute to the fulfilment of tasks mentioned in Article 2 or Article 5 (2) to (4). If such proposal is submitted to the Rector by the Dean, it shall contain the opinion of the Research Board of the Faculty concerning the proposal.

^{48a)} S. 15 (1) (d) and s. 9 (2) (2) of the Higher Education Act.

2. The wording of the draft of the deed of foundation, constitution or a similar document of the intended artificial legal person must enable the University to fulfil the tasks under paragraph (1) through executive and supervisory bodies of the created person.
3. University monetary or non-monetary investment in the artificial legal person^{48b)} can be made on condition that it shall contribute to the fulfilment of tasks mentioned in paragraph (1).

Article 51

Pricing

Pricing of activities not covered by fees under Article 33 or Article 27 shall be governed by relevant legislation⁴⁹⁾; Article 34 shall not be prejudiced by this provision. All prices must be calculated.

Article 52

Control of Economic Management

1. The control of economic management shall be carried out by the Rector, periodically or extra-ordinarily, and by persons authorized by him, upon the decision of the Rector or a resolution of the Senate. The Rector may establish a special division of his office to carry out control.
2. Economic management shall be subject to the control of the Senate⁵⁰⁾; the details shall be provided in the Code of Elections and the Rules of Order of the Academic Senate¹³⁾.
3. For the purpose of the control of economic management, Faculties and other parts must provide all necessary documents at any time they are requested. Individual employees shall be obliged to provide true and complete information. They shall be obliged to submit a written statement on the findings of a control upon request.
4. The results of controls shall be implemented in the management and in the preparation of the long-term plan of the University.

Article 53

Regulations Governing Economic Management and Administration of Property

1. The rules of economic management shall be provided in Appendix No. 8 to the Constitution herein.
2. The rules of administration of the University property shall be governed by an internal regulation²⁰⁾.

^{48b)} S. 20 (3) of the Higher Education Act.

⁴⁹⁾ Act No. 526/1990 Sb., on Prices, as amended.

⁵⁰⁾ S. 9 (1) (c) of the Higher Education Act

3. Detailed rules for economic management and detailed rules for the administration of property shall be provided in the Constitutions of Faculties and internal regulations of other parts whose Directors are entrusted with the exercise of administration of property under the University Internal Governance Code.

Part VII.

Academic Insignia, Ceremonies and Distinctions

Article 54

Academic Insignia

1. The traditions of the University shall be embodied in the academic insignia of the University and Faculties.
2. Academic insignia shall be used mainly during matriculation and graduation ceremonies, ceremonial sessions of Academic Senates and Research Boards and openings or closings of important events of scholarly life.
3. Academic insignia shall be inalienable property of the University and they must be protected in such a way that corresponds with their significance.
4. The description of academic insignia shall be provided in Appendix No. 9 to the Constitution herein. The documentation of academic insignia shall be deposited in the University archives.

Article 55

Academic Gowns and Beadles' Suits

1. The following persons shall be entitled to use university gowns during matriculations, graduations and other ceremonial occasions:
 - a) Rectors and Vice-Rectors,
 - b) Deans and Vice-Deans,
 - c) members of the Board of the Senate,
 - d) other academic staff,
 - e) the Quaestor and Secretaries of individual Faculties,
 - f) important guests of the University and Faculties upon the Rector's decision.
2. The description of gowns and Beadles' suits shall be provided in an internal regulation. The documentation of gowns and Beadles' suits shall be deposited in the University archives.

Article 56

Matriculations, Graduations and Oaths

1. The matriculation of students (a solemn act of making an academic oath) shall be performed in the presence of the Rector or Vice-Rector and the Dean or Vice-Dean of the given Faculty. The matriculation oath shall be:
“I promise to properly exercise the rights and fulfil the duties of a member of Academic Community of Charles University. I promise to respect the glorious humanistic and democratic tradition of Charles University, to regard its good reputation and to study so that my activity brings universal benefit.”
2. The graduation ceremony (a solemn oath and the reception of Bachelor’s, Master’s or Doctor’s Diploma) shall be performed in the presence of the Rector or Vice-Rector and the Dean or Vice-Dean of the given Faculty. The Promotor’s^{50a)} formula and the Bachelor’s, Master’s or Doctor’s oaths shall be provided in the Constitutions of Faculties.
3. The procedure of matriculations and graduations shall be provided in the Matriculation and Graduation Code, which shall constitute an internal regulation²⁰.

Article 57

Karolinum

1. The University shall use the premises of Karolinum, the national cultural monument, mainly as the seat of its bodies of academic self-governance and for academic ceremonies.
2. Legal relationships concerning Karolinum as a national cultural monument shall be governed by special legislation⁵¹⁾.
3. Details of the use of Karolinum shall be provided in a measure of the Rector upon which the Senate shall express its opinion.

Article 58

Doctor Honoris Causa

The awarding of degrees of Doctor Honoris Causa and graduation ceremonies honoris causa shall be governed by an internal regulation²⁰.

^{50a)} “Promotor” is an officiating academic.

⁵¹⁾ Act of the Czech National Council (ČNR) No. 201/1987 Sb., to regulate State Conservation Authority, as amended. Resolution of the Government No. 251 of March 30, 1962, s. (15); registered in chapter 36/1962 of the Collection of Laws (Sb.).

Article 59

Memorial Medals of University and Faculties

1. The University and Faculties shall award memorial medals to academic staff, students and other persons who have played an important role in the development of the University or Faculty, scholarly activities, education or academic freedoms.
2. The Rules of Awarding Medals of the University and Faculties shall constitute an internal regulation²⁰. The documentation of medals shall be deposited in the University Archives.

Article 60

Emeritus Professor

1. A Professor who has retired from his employment at the University or has retired and used to be employed at the University may be appointed Emeritus Professor. An Emeritus Professor shall be appointed by the Rector upon the Dean's proposal after the Research Board of the relevant Faculty has expressed its opinion.
2. "Emeritus Professor of Charles University" shall be an honorary degree which does not create membership in the Academic Community of the University. An Emeritus Professor shall have the right to participate in the scholarly research of the University and use its equipment and information technologies for that purpose; the appointment of Emeritus Professor does not create other proprietary rights. An Emeritus Professor shall have the right to be given the floor at sessions of the members of the Academic Community.

Article 61

Professor in Memoriam

1. A member of academic staff who achieved outstanding results in pedagogic and scholarly work during his life and who died in connection with the fulfilment of his professional tasks may be appointed Professor in Memoriam. Professors in Memoriam shall be appointed by the Rector upon proposal of the Research Board of the Faculty and after the Research Board has expressed its opinion. This degree may be awarded also in other cases worth special consideration.
2. "Professor in Memoriam of Charles University" shall be an honorary degree which does not create any proprietary rights.

Part VIII.
Common Provisions

Article 62
University Emblem

1. The emblem of the University shall be the picture of the “seal of Prague University” which belongs among the insignia of the University (Article 54).
2. The emblem of the University shall be used to mark particularly Bachelor’s, Master’s, Doctor’s and other diplomas, certificates, attestations, publications, press materials and correspondence.
3. The emblem of the University shall be protected as a trade mark⁵²⁾.
4. The emblem of the University shall be illustrated in Appendix No. 10 to the Constitution herein. The principles of the use and protection of the emblem of the University shall constitute an internal regulation²⁰. The rules for the uniform graphic use of the emblem of the University shall be provided in a measure of the Rector upon which the Senate shall express its opinion.

Article 62a
Emblems of Faculties and other Parts

1. The emblem of the Faculty shall express the identity of the Faculty as a basic part of the University.
2. The design of the emblem of the Faculty and its use must comply with the rules provided in Article 62 (4). The emblem of the Faculty shall be designed so that it can be used together with the emblem of the University in accordance with these regulations.
3. The emblem of the Faculty shall be provided in the Constitution of the Faculty. The principles of use and protection of the emblem of the Faculty may be provided in an internal regulation.
4. The provisions contained in (1) to (3) shall apply accordingly to the emblems of other parts, if the Rector’s measure determines that this part shall use an emblem.

Article 63
University Stamps

1. The University shall use the official round stamp with the national emblem of the Czech Republic and the text “Univerzita Karlova v Praze” (Charles University in Prague) in cases provided for in special legislation⁵³⁾.

⁵²⁾ Act No. 137/1995 Sb., to regulate Trade Marks

⁵³⁾ S. 3 of the Act of the Czech National Council (ČNR) No. 68/1990 Sb., to regulate the Use of the National

2. The design and rules for the use of other stamps shall be provided in a measure of the Rector.

Article 64

Official Notice Board

1. The University and each Faculty shall have an official notice board. Documents regarding the University as a whole shall be posted on the University notice board and documents regarding the Faculty shall be posted on the Faculty notice board, unless an internal regulation provides otherwise.
2. An official notice board must be clearly designated and located on an easily accessible place in the Rectorate or in the Faculty building.
3. Besides those documents provided for in relevant legislation⁵⁴⁾, the following shall be posted on the official notice board:
 - a) information about the commencement of the academic year and about its division into semesters, lecturing periods, examination periods and vacations as well as the time limit for registration,
 - b) information about the dates and venues of state examinations,
 - c) information about the date and venue of the nearest session of the Senate or the Academic Senate of the Faculty,
 - d) information about the manner in which annual reports are published or where they may be examined and information as to where the long-term plan can be examined,
 - e) information about fees for the study (Articles 27 and 33) and payments collected from students for some acts (Article 34),
 - f) information about the exchange of students (Article 28),
 - g) notice of the deposition of decisions delivered to students' own hands by alternative delivery (Article 35 (4)); these notices shall be posted on the Faculty notice boards only,
 - h) other information provided for in an internal regulation of the University or Faculty or decided on being so published by the Rector or the Dean.
4. Texts posted on official notice boards shall be made public also on the Internet.

Article 65

Interpretation Rule

Provisions of the Constitution herein shall be interpreted within the principles expressed in the Preamble. In the case of doubt the provisions shall be interpreted by the Senate.

Emblem, National Flag and other National Symbols of the Czech Republic, as amended.
⁵⁴⁾ S. 21 (1) (g), s. 49 (5), s. 75 (1) and s. 77 (2) of the Higher Education Act.

Part IX.
Temporary and Final Provisions

Article 66
Temporary Provision Regarding the Senate

The first elections to the Senate shall be held at all Faculties and at other parts. The term of office of members elected in the first group shall be one year, two years in the second group and three years in the third group. The term of office shall start on February 1, 2000.

Article 67
Temporary Provision Regarding Internal Regulations of Faculties

1. Faculties or other parts shall submit proposals for new internal regulations within three months of the date of coming into force of the Constitution herein, or an internal regulation of corresponding import, or of the date of approval under s. 33 (4) of the Higher Education Act. These proposals must conform to the valid internal regulations of the University.
2. Until the date of approval of new internal regulations of the Faculty by the Senate, the current Constitution of the Faculty shall be followed, unless this be contrary to the Higher Education Act or internal regulations of the University.

Article 68
Temporary Provision Regarding Study at Higher Education Institutes

If a significant part of a programme of study has been carried out at a higher education institute on the date of effect of the Constitution herein, the Rector may decide that students registered on those programmes shall be enrolled in the register of students directly at the University. This provision may not be adopted later than on the date of commencement of academic year 1999/2000.

Article 69
Repealing Provisions

The Constitution of the University of March 29, 1990, with all its amendments and appendices shall be hereby repealed.

Article 70
Temporary and Final Provisions

1. To the date of the effect of the Constitution herein, the current Constitution shall be followed, unless this be contrary to the Higher Education Act.
2. The Constitution herein was approved by the Senate on January 22, 1999^{*)}.
3. The Constitution herein shall come into force on the date of registration by the Ministry of Education, Youth and Sports⁵⁵⁾.
4. The Constitution herein shall become effective on the first day of the second calendar month following the date of its acquiring legal force, with the exception of Appendices No. 5 and 6 which will become effective on the first day of the academic year 1999/2000.

^{*)} Changes carried out during the course of registration were approved by the Senate on April 16, 1999.

Prof. RNDr. Jan Bednář, Csc.
in his own hand
President of the Academic Senate

Prof. JUDr. Karel Malý, DrSc.
in his own hand
Rector

Selected Provisions of Changes

Article 2 of Changes in the Constitution of April 28, 2006 (the second change)

Special Provisions

Appendices 4 and 7 to the Constitution of Charles University in Prague shall be repealed.

Article 2 of Changes in the Constitution of June 22, 2009 (the fifth change)

Repealing Provisions

1. The Dormitory Code of Charles University in Prague of October 27, 1999, as amended, shall be hereby repealed.
2. The Refectory Code of Charles University in Prague of April 14, 2000, as amended, shall be hereby repealed.

⁵⁵⁾ S. 36 of the Higher Education Act. Registration was carried out on April 26, 1999.

Article 2 of Changes in the Constitution of May 24, 2013 (the ninth change)

Temporary provision

Bodies of the Faculties and Directors of other parts determined by the Rector shall submit draft changes in Constitutions of Faculties and Internal Governance Codes concerning emblems of Faculties and other parts before May 31, 2014.

Changes in the Constitution of Charles University in Prague, changes in all its Appendices and the consolidated versions resulting from these changes are kept in separately numbered series.

The change in the Constitution of Charles University in Prague (the first change) was approved by the Academic Senate of Charles University in Prague on February 20, 2004. This change came into force on the date of registration by the Ministry of Education, Youth and Sports, which was carried out on April 26, 2004, and became effective on the first day of the second calendar month following the date of its legal force.

The change in the Constitution of Charles University in Prague (the second change) was approved by the Academic Senate of Charles University in Prague on April 21, 2006. This change came into force on the date of registration by the Ministry of Education, Youth and Sports, which was carried out on April 28, 2006, and became effective five days after the date of its legal force.

The change in the Constitution of Charles University in Prague (the third change) was approved by the Academic Senate of Charles University in Prague on June 2, 2006. This change came into force on the date of registration by the Ministry of Education, Youth and Sports, which was carried out on June 30, 2006, and became effective on the first day of the calendar month following the date of its legal force.

The change in the Constitution of Charles University in Prague (the fourth change) was approved by the Academic Senate of Charles University in Prague on January 23, 2009. This change came into force on the date of registration by the Ministry of Education, Youth and Sports, which was carried out on April 30, 2009, and became effective on the first day of the calendar month following the date of its legal force.

The change in the Constitution of Charles University in Prague (the fifth change) was approved by the Academic Senate of Charles University in Prague on May 22, 2009. This

change came into force on the date of registration by the Ministry of Education, Youth and Sports, which was carried out on June 22, 2009, and became effective on October 1, 2009.

The change in the Constitution of Charles University in Prague (the sixth change) was approved by the Academic Senate of Charles University in Prague on December 3, 2010. This change came into force on the date of registration by the Ministry of Education, Youth and Sports, which was carried out on January 26, 2011, and became effective five days after the date of its legal force.

The change in the Constitution of Charles University in Prague (the seventh change) was approved by the Academic Senate of Charles University in Prague on April 25, 2011. This change came into force on the date of registration by the Ministry of Education, Youth and Sports, which was carried out on April 6, 2011, and became effective five days after the date of its legal force.

The change in the Constitution of Charles University in Prague (the eighth change) was approved by the Academic Senate of Charles University in Prague on March, 2013. This change came into force on the date of registration by the Ministry of Education, Youth and Sports, which was carried out on June 11, 2013, and becomes effective on the first day of the calendar month following the date of its legal force.

The change in the Constitution of Charles University in Prague (the ninth change) was approved by the Academic Senate of Charles University in Prague on May 24, 2013*. This change came into force on the date of registration by the Ministry of Education, Youth and Sports, which was carried out on June 18, 2013, and becomes effective on the first day of the calendar month following the date of its legal force.

To witness that the Ninth Consolidated text is correct:

JUDr. Ing. Josef Staša, CSc.
Chairman of the Legislative Commission of AS CU
/Academic Senate of Charles University in Prague/

RNDr. Tomáš Jelínek
Head of the Rector's Office

* The Academic Senate of Charles University in Prague approved this change in two separate votes. The first vote concerned the change in Article 5 of the Constitution of Charles University in Prague (Art. 1 (1) of the change), the second vote concerned the remaining changes, the date of effect being the same for both votes.