

CHARLES UNIVERSITY
CATHOLIC THEOLOGICAL FACULTY

**Rules for Awarding Scholarships and Bursaries at the
Catholic Theological Faculty of Charles University**

Under sections 27 (1) (b) and 33 (2) (f) of Act No. 111/1998 Sb., to regulate higher education institutions and to change and amend other laws (the Higher Education Act), as amended, the Academic Senate of the Catholic Theological Faculty has adopted the following Rules for Awarding Scholarships and Bursaries at the Catholic Theological Faculty as an internal regulation of the faculty.

Article 1

Introductory Provisions

1. Scholarships and bursaries are awarded to students of Charles University (the “University”) in accordance with the rules set out in Act No. 111/1998 Sb., to regulate higher education institutions and to change and amend other laws (the Higher Education Act), as amended, (the “Higher Education Act”), and in the internal regulations of the University, in particular in the Scholarship and Bursary Rules of Charles University (the “Scholarship and Bursary Rules of the University”)•.
2. These Rules for Awarding Scholarships and Bursaries at the Catholic Theological Faculty (the “Faculty”) set out the conditions under which the Dean awards scholarships and bursaries to students registered at the Faculty.
3. Students may be awarded scholarships and bursaries from the state budget contribution for educational, scientific, RDI (research, development, and innovation), artistic, or other creative activities (the “Contribution”), from the state budget subsidy (the “Subsidy”), from the Scholarships and Bursaries Fund, or from other sources.
4. A scholarship or bursary paid from the Contribution or Subsidy may be awarded to a student on the following grounds:
 - a) for outstanding academic achievement;

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

- b) for outstanding RDI (research, development, and innovation), artistic, or other creative achievement contributing to greater knowledge;
 - c) for RDI (research, development, and innovation) activities in accordance with special legislation¹;
 - d) where the student is in a difficult social situation, including an accommodation bursary;
 - e) in cases worthy of special consideration;
 - f) to support study abroad;
 - g) to support study in the Czech Republic;
 - h) to doctoral students.
5. The Scholarship and Bursary Rules of the University set out the thresholds of the total amount which can be paid to a student in a given academic year as a scholarship or bursary paid from the Contribution or Subsidy.
6. The scholarships or bursaries referred to in paragraph 4 can be partly or fully paid from the following sources:
- a) from the Scholarships and Bursaries Fund; in this case the Scholarship and Bursary Rules of the University set out the range or threshold of the total amount which can be paid to a student in a given academic year;
 - b) from other sources; in this case the thresholds of the maximum amounts set out in the Scholarship and Bursary Rules of the University do not apply.
7. Unless otherwise provided in these Rules, a scholarship or bursary may be paid as a regular payment of the same amount or as a lump sum, by way of a non-cash payment to the student's account. In exceptional circumstances the Dean may allow a different form of payment.
8. Unless otherwise provided in these Rules, a scholarship or bursary may be neither awarded nor paid to a student if the actual length of study in a bachelor's or master's programme of study has exceeded the standard length of study in the programme by more than two years.
9. With the exception of a scholarship for outstanding academic achievement, a scholarship or bursary may be awarded and paid under the following circumstances:
- a) if the student has successfully completed the study; or
 - b) if the Dean has adopted a decision on an interruption to the student's studies, upon the student's application
- and the party concerned met the award criteria while he was a student; and in the case of scholarships or bursaries awarded upon an application, the application was submitted while the party concerned was a student.

¹ Act No. 130/2002 Sb., to Support Research, Experimental Development and Innovation.

Article 2
Scholarship for Outstanding Academic Achievement
(Under Article 4 of the Scholarship and Bursary Rules of the University)

1. A scholarship for outstanding academic achievement is awarded to students retroactively for excellent academic results in the previous unit of study. The scholarship is awarded to students registered in the first unit of study in a post-bachelor programme for excellent academic results in the previous bachelor's programme on the Faculty's own motion if the student has completed the study at the Faculty, or upon application if the student has completed the study at any other faculty of the University or at any other higher education institution.
2. A scholarship for outstanding academic achievement is awarded to the ten per cent from the determinant number of students, rounded up, who have obtained the best weighted average grade in the previous unit of study. In addition, a scholarship for outstanding academic achievement is awarded to any other student above the percentage referred to in the first sentence, who obtained the same weighted average grade as the student with the worst weighted average grade to whom the scholarship for outstanding academic achievement has been awarded.
3. The determinant number of students means the number of students registered in the programme of study as on 31 October of the current year, students for whom no obstacle to granting a scholarship or bursary under paragraph 7 has arisen. The determinant status of study results is the status of assessment results entered in the Student Information System at the end of the previous unit of study.
4. When determining the weighted average grade, the assessment results for all subjects whose completion was assessed through examination or graded course credit are taken into account; there must be at least three subjects. Both regular date results and resit results are included. Examinations and graded course credits recognised in accordance with paragraphs 16 and 17 of the Code of Study and Examination of Charles University are not included in the weighted average grade.
5. The weighted average grade (A) is calculated as follows: the summation of the credits earned for a subject multiplied by the numerical value of the grade for the subjects concerned, divided by the summation of the credits earned for all the subjects concerned, as shown below:

$$A = \frac{\sum (C_s \times G_s)}{\sum (C_s)},$$

where C_s is the number of credits earned for a subject (s), and G_s is the numerical value of the grade for a subject (s).

The result is rounded to the thousandths.

6. A student who is enrolled at the Faculty in more than one programme simultaneously and who qualifies for a scholarship for outstanding academic achievement in more than one programme may be awarded the scholarship more than once, to a maximum amount of CZK 50,000.
7. A scholarship for outstanding academic achievement paid from the Contribution, Subsidy, or from the Scholarships and Bursaries Fund may not be awarded or paid to a student for whom an obstacle referred to in the Scholarship and Bursary Rules of the University arises. Such obstacle also applies to a scholarship for outstanding academic achievement paid in part or in full from other sources. A scholarship for outstanding academic achievement may not be awarded to doctoral students.
8. The Dean stipulates, after the Academic Senate of the Faculty has given its opinion, the amount of the scholarship for outstanding academic achievement in a given academic year and, where appropriate, also the rates of the scholarship according to the weighted average grade achieved.
9. A scholarship for outstanding academic achievement is awarded and paid as a lump sum by 31 December of the unit of study which follows the unit of study in which the student made the outstanding academic achievement giving rise to his entitlement to the scholarship.

Article 3

Scholarship for Outstanding RDI (Research, Development, and Innovation), Artistic, or Other Creative Achievement Contributing to Greater Knowledge

(Under Article 5 of the Scholarship and Bursary Rules of the University)

1. A scholarship for outstanding RDI, artistic, or other creative achievement contributing to greater knowledge ("scholarship for outstanding creative achievement") is awarded to students for an exceptional creative achievement they have made in connection with their study at the Faculty, in particular for an outstanding bachelor's or master's thesis, an academic publication, a significant contribution to the publishing activities of the Faculty, or particularly valuable representation of the Faculty in connection with creative activities.
2. A scholarship for outstanding creative achievement is awarded on the Dean's or Rector's own motion or upon justified application in writing made by the Vice-Dean or the head of department.
3. Obstacles to granting a scholarship for outstanding creative achievement are subject to the rules under Article 2 (7) by analogy.

Article 4

Scholarship for RDI (Research, Development, and Innovation) Activities in Accordance with Special Legislation (Under Article 6 of the Scholarship and Bursary Rules of the University)

1. A scholarship for RDI activities in accordance with special legislation (“project scholarship”) is awarded to students in accordance with the rules of the relevant project.
2. A project scholarship is awarded upon justified application made in writing by the lead researcher of the project.
3. Obstacles to granting a project scholarship are subject to the rules under Article 2 (7) by analogy.

Article 5

Bursary for a Student in a Difficult Social Situation and an Accommodation Bursary (Under Articles 7 and 8 of the Scholarship and Bursary Rules of the University)

A bursary for a student in a difficult social situation and an accommodation bursary are awarded to students in accordance with the Scholarship and Bursary Rules of the University.

Article 6

Bursary in Cases Worthy of Special Consideration (Under Article 9 of the Scholarship and Bursary Rules of the University)

1. A bursary in cases worthy of special consideration (“special bursary”) is awarded to students for laudable citizen acts and activities whereby a student significantly contributed to the activities of the University or Faculty, such as teaching and creative activities, international and national cooperation, contribution to the self-governance of the Faculty, representation and PR activities, development of information technologies, concerts, exhibitions, festivals, and sports events organised by higher education institutions.
2. A special bursary is awarded on the Dean’s own motion or upon justified application in writing made by the Vice-Dean, or the head of the department, or upon the student’s application.
3. Each year, the Dean awards a bursary in the form of an extraordinary prize, called the “Miloslav Cardinal Vlk Prize”, to the best graduate in each master’s programme of study offered at the Faculty. The details are set out in a Dean’s measure.

4. The amount of a special bursary in a given academic year is stipulated by the Dean, after the Academic Senate of the Faculty has given its opinion.
5. Obstacles to granting a special bursary are subject to the rules under Article 2 (7) by analogy.

Article 7

Bursary to Support Study Abroad

(Under Article 10 of the Scholarship and Bursary Rules of the University)

1. A bursary to support study abroad is awarded to students in accordance with the rules of the specific student exchange programme.
2. A bursary to support study abroad is awarded upon justified application made in writing by the student, while taking into consideration a recommendation made by the Vice-Dean for International Cooperation.
3. The threshold of the bursary to study abroad which can be paid to a student in a given academic year is set in accordance with Article 1 (5) – (6).
4. Obstacles to granting a bursary to support study abroad are subject to the rules under Article 2 (7) by analogy.

Article 8

Bursary to Support Study in the Czech Republic

A bursary for foreigners to support their study in the Czech Republic is awarded to students in accordance with the Scholarship and Bursary Rules of the University.

Article 9

Doctoral Bursary

(Under Article 12 of the Scholarship and Bursary Rules of the University)

1. A doctoral bursary is awarded to all students enrolled in a full-time doctoral programme during the standard length of study.
2. The amount of a doctoral bursary is stipulated by the Dean in accordance with Article 1 (5) and (6), after the Academic Senate of the Faculty has given its opinion.
3. After a student's prescribed study, research, or other requirement(s) has been successfully fulfilled, the doctoral bursary under Article 12 (2) or (3) of the Scholarship and Bursary Rules of the University may be further increased by no

more than CZK 2,000 per month. A Dean's measure will stipulate details concerning the procedure under paragraph 2.

4. Obstacles to granting a doctoral bursary are subject to the rules under Article 13 (2) and (3) of the Scholarship and Bursary Rules of the University.

Article 10 Transitional and Final Provisions

1. The Rules for Awarding Scholarships and Bursaries at the Catholic Theological Faculty of Charles University of 21 October 2009 as amended by the rules of 30 April 2014 are hereby repealed.
2. Proceedings started under the previous scholarship and bursary rules will be completed under these Scholarship and Bursary Rules.
3. This internal regulation was approved by the Academic Senate of the Faculty on 31 May 2017 and it comes into force on the date of approval by the Academic Senate of the University.
4. These Rules become effective on the first day of the 2017-2018 academic year.

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Faculty

ThLic. Prokop Brož, Th.D.
Dean of the Faculty

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This internal regulation was approved by the Academic Senate of Charles University on 23 June 2017.