



RULES FOR AWARDING SCHOLARSHIPS AND BURSARIES AT THE FACULTY OF MEDICINE IN PILSEN 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, and under Article 20 of the Constitution of the Faculty of Medicine in Pilsen of Charles University¹, as amended, the Academic Senate of the Faculty of Medicine in Pilsen has adopted the following Rules for Awarding Scholarships and Bursaries at the Faculty of Medicine in Pilsen of Charles University as an internal regulation of the Faculty.*

Art. 1

Introductory Provision

These Rules for Awarding Scholarships and Bursaries at the Faculty of Medicine in Pilsen of Charles University (“the Faculty”) set out, based on the provisions of the Scholarship and Bursary Rules of Charles University, as amended, (“the Scholarship and Bursary Rules”), the conditions, rules, details and other requirements for awarding scholarships and bursaries at the Faculty.

Art. 2

Scholarship for Outstanding Academic Achievement

(under Article 4 (1), (2) and (5) of the Scholarship and Bursary Rules)

1. A scholarship for outstanding academic achievement is awarded in compliance with the conditions set out in the Scholarship and Bursary Rules to students who achieved an outstanding average grade in the previous unit of study. The scholarship is awarded to at least 10% of students of the Faculty who achieved the best average grade. The average grade achieved includes all grades from all exams taken and all re-takes in compliance with Article 8 (13) of the Code of Study and Examination of Charles University.
2. A scholarship for outstanding academic performance may be awarded to students who have fulfilled all the study requirements of the preceding unit of study at the faculty, as determined by the curriculum, other than by recognition of their study inspection, have acquired at least the normal number of credits in the credit system of study, and have also achieved the prescribed average grade.
3. The calculation of the grade point average is done by dividing the sum of all grades (including the grade „4“, i.e. failing, and the grade on the exam retake) for the relevant unit of study by the number of grades awarded. The result is rounded to two decimal places. All exam results are included in the grade point average.
4. In case of a scholarship for outstanding academic achievement, no application needs to be submitted. The Dean decides on the awarding of the scholarship, based on the provision contained in section 3, upon a proposal from the Student Registry.
5. For the purposes of awarding scholarships for outstanding academic achievement, students are divided into two basic groups:
 - a) students who achieved an average grade of 1.00; and

* 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.

¹ Article 20 of the Constitution of the Faculty of Medicine in Pilsen of Charles University.

- b) students who achieved an average grade between 1.01 and 1.15.
6. If the number of eligible students who satisfy the criteria set out in section 5 does not reach 10%, the scholarship will be awarded to further students who achieved the best average grade so that the condition under section 1 is satisfied.
7. Upon consideration by the Academic Senate of the Faculty, the Dean will determine, by way of a Dean's measure, the specific amount of the scholarship for outstanding academic achievement awarded to each group of students.
8. If a student who is studying an individual curriculum with a year spread over two years satisfies the conditions under section 2 and 3, he is awarded a scholarship for outstanding achievement in the academic year that follows after the completion of the individual curriculum.
9. The decisive date for the assessment of results for the awarding of the scholarship for outstanding academic achievement is 31st October of a given calendar year.
10. A scholarship for outstanding academic achievement is paid out on two dates. The scholarship for outstanding academic achievement is paid out by 31st December of the year of study that follows after the year of study in which the student achieved outstanding academic result for which he is eligible for the scholarship, and then by 30th April of the calendar year that follows after the first scholarship pay-out date.

Art. 3

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

(under Article 5 (1) of the Scholarship and Bursary Rules)

1. A scholarship for outstanding RDI, artistic, or other creative achievement contributing to greater knowledge is awarded, in compliance with conditions set out in the Scholarship and Bursary Rules, to students who:
 - a) have published outstanding results from their own research;
 - b) have represented the Faculty in the field of research, development, or other creative activity abroad;
 - c) have presented the best student research works at a student scholarly conference in undergraduate and/or post-graduate sections;
 - d) have represented the Faculty at other universities and/or research institutions;
 - e) have achieved, or participated in the achievement of, a result of research, development, or other creative activities.
2. The scholarship for outstanding RDI, artistic, or other creative achievement contributing to greater knowledge is paid out as a lump sum.

Art. 4

Scholarship for RDI (Research, Development, and Innovation) Activities in Accordance with Special Legislation

(based on Article 6 (1) of the Scholarship and Bursary Rules)

A scholarship for RDI activities in accordance with special legislation² is awarded, in compliance with the Scholarship and Bursary Rules, to students who have demonstrably participated in specific University research, research outlines, research centres, and activities connected with the solving of similar projects and projects funded from grants.

² Act No. 130/2002 Sb., to Support Research, Experimental Development and Innovation from Public Funds, and to Amend Certain Related Acts (the Act to Support Research, Experimental Development and Innovation), as amended.

Art. 5

Bursaries in Cases Worthy of Special Consideration

(under Article 9 (1) and (2) of the Scholarship and Bursary Rules)

1. Bursaries in cases worthy of special consideration are awarded in compliance with conditions set out in the Scholarship and Bursary Rules to students who participate in teaching and research activities, work in laboratories, contribute to international cooperation, achieve excellent sport results, or perform laudable citizen acts.
2. The Dean further awards a scholarship in the form of the Jaroslav Slípka Prize. The Prize is awarded for activities leading to the improvement of the study environment, for students' socially beneficial activities, representation of the Faculty, and for other activities leading to the further development of the Faculty; further conditions are determined by the Dean.
3. The Dean awards the Prize of the Dean of the Faculty of Medicine in Pilsen of Charles University, for the best medical studies graduate. The basic criterion for the awarding of the Prize is the graduate's study results over the entire period of study. Other criteria may be the graduate's significant research, professional, pedagogical, social, or sport achievements during his study at the Faculty. A proposal for the awarding of the Prize is prepared by a commission composed of Vice-Deans for Study and the heads of Student Registries. The Dean decides on the awarding of the Prize.
4. The bursaries in cases worthy of special consideration may be paid out either as a lump sum or a monthly payment.

Art. 6

Bursary to Support Study Abroad

(under Article 10 (1) of the Scholarship and Bursary Rules)

1. A bursary to support study abroad is awarded in compliance with the Scholarship and Bursary Rules to students who have, within the framework of study at the Faculty, participated in a study stay abroad of at least 3 months' duration.
2. The bursary to support study abroad is paid as a lump sum.

Art. 7

Doctoral Bursary

(under Article 12 (2), (3), (4) and (7) of the Scholarship and Bursary Rules)

1. When determining the amount of the doctoral bursaries for individual years of study, the Dean will take into account the amount of subsidy allotted for doctoral bursaries and of the number of students enrolled in a full-time form of doctoral study.
2. The amount of the doctoral scholarship ranges from CZK 10,500 to CZK 25,000 per month. The specific amounts within these ranges are determined by the Dean, following an opinion given by the Academic Senate of the Faculty.
3. The amounts for the relevant years of study are increased after the following study obligations have been fulfilled:
 - a) Upon the publication of the first work with impact factor (the doctoral student is a co-author of the publication), the bursary is increased by CZK 1,000,
 - b) Upon the publication of the first work with impact factor (the doctoral student is the lead author of the publication), the bursary is increased by CZK 1,000.
 - c) Upon the passing of the state doctoral examination, the bursary is increased by CZK 2,000.
4. The awarding of amounts under Article 7 (3) (a) and (b) is subject to confirmation by the Centre for Scientific Information of the completion of a given study obligation by inserting the publication into the Personal Bibliographic Database application, indicating the supervising entity at the Faculty of Medicine in Pilsen next to the student's name.

5. Full-time students in doctoral programmes of study who pay the health insurance premium under special legal regulation³ may be awarded, upon application they submit, another bursary not exceeding the amount of the health insurance premium paid. The bursary is paid⁴ twice a year.

Art. 8

Scholarships and Bursaries Paid from Other Sources

(under Article 13 (8) (b) of the Scholarship and Bursary Rules)

1. Within the framework of scholarships and bursaries paid from other sources, financial support is provided annually to financially disadvantaged students who are successful in terms of study; this support is paid to students of master's degree programmes held at the faculty. The source of finance is the Foundation of Professor MUDr. Eugen Vencovský, DrSc for the Support of Financially Disadvantaged Students ("the Foundation"). The application for financial support is submitted by the applicant using the application form available at the Student Registry of the Faculty. The application must be submitted to the Student Registry by 15th October of the relevant year.
2. Within the framework of the Foundation, the Josephine Napravilová Prize is awarded annually to the most successful student of the Faculty in two categories:
 - a) the best first-year student in the master's programme of study;
 - b) the best final-year student in the master's programme of study.
3. The awarding of the Prize is decided on by the Dean upon a proposal from the Vice-Deans for study and after consideration by the Dean's Board.
4. Obstacles to the granting of scholarships and bursaries under Article 13 of the Scholarship and Bursary Rules apply to scholarships and bursaries paid from other sources under Article 15 of the Scholarship and Bursary Rules.

Art. 9

Common Provisions

1. The payment of scholarships and bursaries can be made only by cashless transfer to a bank account maintained by a financial institution in the Czech Republic. In exceptional cases, the Dean may allow a different mode of payment⁵.
2. The Dean issues a measure in which he determines the rules for applying for scholarships and bursaries, the formalities thereof, the payment of the scholarships and bursaries, or, as the case may be, other related matters in compliance with the internal regulations of the University and Faculty after they have been considered by the Scholarships and Bursaries Board, which is the Dean's advisory board⁶, and by the Academic Senate of the Faculty. The Dean may stipulate in his measure that an application for a scholarship/bursary be filed electronically.

Art. 10

Transitional Provision

The proceedings started under the previous Rules for Awarding Scholarships based on Rector's measure 26c/2006, which provisionally regulates the awarding of scholarships and bursaries at the Faculty of Medicine in Hradec Králové, Catholic Theological Faculty, and Faculty of Medicine in Pilsen, will be completed under these Rules for Awarding Scholarships and Bursaries.

³ Section 5 (c) of Act No. 48/1997 Sb., on Public Health Insurance and on the Amendment and Supplement to Some Other Related Laws, as amended.

⁴ Section 5 (c) of Act No. 48/1997 Sb., on Public Health Insurance and on the Amendment and Supplement to Some Other Related Laws, as amended.

⁵ Article 3 (3) of the Scholarship and Bursary Rules.

⁶ Article 10 (5) of the Constitution of the Faculty of Medicine in Pilsen of Charles University.

Art. II **Final Provisions**

1. As of the date of effect of these Rules, the Rules for Awarding Scholarships and Bursaries based on Rector's measure 26c/2006, which provisionally regulates the awarding of scholarships and bursaries at the Faculty of Medicine in Hradec Králové, Catholic Theological Faculty, and Faculty of Medicine in Pilsen, as amended, do not apply.
2. These Rules were approved by the Academic Senate of the Faculty of Medicine in Pilsen of Charles University on 29th May 2017.⁷
3. These Rules come into force on the date of approval by the Academic Senate of Charles University.⁸
4. These Rules become effective on the first day of the 2017–2018 academic year.

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⁷ The only legally binding regulations are those in the Czech language and the translations above are for informative purpose only.

⁸ Section 9 (i) (b) (ii) of the Higher Education Institutions Act. These Rules were approved by the Academic Senate of Charles University on 2nd June 2017.