

*The Ministry of Education, Youth and Sports registered, pursuant to Section 36(2) of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Some Other Acts (the Higher Education Act), under Ref. No. .... Scholarship Regulations of the University of West Bohemia in Pilsen as of the date of signing the registration.*

*Mgr. Vojtěch Tomášek*

*Director of the Higher Education Department*

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## **SCHOLARSHIP REGULATIONS OF THE UNIVERSITY OF WEST BOHEMIA IN PILSEN**

### **PART ONE GENERAL PROVISIONS**

#### **Article 1 Basic provisions**

- (1) The Scholarship Regulations of the University of West Bohemia in Pilsen (hereinafter referred to as the "Scholarship Regulations") govern the provision of scholarships by the University of West Bohemia in Pilsen (hereinafter referred to as "UWB") or any of its faculties in accordance with Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Some Other Acts (Higher Education Act), as amended (hereinafter referred to as the "Act").
- (2) The provisions of the Scholarship Regulations concerning the faculty or the Dean shall apply *mutatis mutandis* to the university institute participating in the implementation of study programs or its Director.

### **PART TWO SCHOLARSHIPS**

#### **Article 2 Types of scholarships**

- (1) UWB or a faculty awards a scholarship:
  - a) for outstanding academic results (hereinafter referred to as "merit-based scholarship"),
  - b) for outstanding research, development and innovation, artistic or other creative achievements contributing to the advancement of knowledge (hereinafter referred to as "scholarship for outstanding creative achievements"),
  - c) for research, development, and innovation activities pursuant to a special legal regulation (hereinafter referred to as "research scholarship"),
  - d) to students of doctoral study programs (hereinafter referred to as "doctoral scholarship"),
  - e) extraordinary scholarship,
  - f) accommodation scholarship,

- g) in the event of a student's difficult social situation (hereinafter referred to as "social scholarship"),
  - h) for support of studies, creative activities, educational activities, or practical internships carried out within the framework of European Union programs or other multilateral or bilateral international programs or projects (hereinafter referred to as "international program scholarship"),
  - i) to support mobility.
- (2) If a student meets the conditions set out in the Act and the scholarship regulations, he or she is entitled to a scholarship under paragraph 1(a), (d), (f), and (g).
- (3) A scholarship may be awarded to a student by the Rector or Dean of the faculty at which the student is enrolled. The Dean of another faculty may award a scholarship to a student only with the prior written consent of the Dean of the faculty at which the student is enrolled.

### Article 3

#### **Merit-based scholarship**

- (1) On his/her own initiative, the Dean awards merit-based scholarships to students enrolled in Bachelor's or Master's degree programs.
- (2) A merit-based scholarship is awarded to students who have earned at least 60 credits in the previous academic year (excluding credits earned for recognized courses from previous studies) and achieved a weighted grade point average not exceeding 1.5.
- (3) The minimum amount of the merit-based scholarship is CZK 1,000 per month, and the scholarship is awarded for a period of ten months of the given academic year.
- (4) The amount of the merit-based scholarship is determined by the faculty's internal standards; the faculty's internal standards may set a stricter limit on the weighted grade point average for the award of a merit-based scholarship, or set additional conditions for awarding it.
- (5) If a student meets the conditions set out in paragraph 2, a merit-based scholarship shall also be awarded to that student in the first year of immediate follow-up studies.
- (6) A merit-based scholarship cannot be awarded to a student who has exceeded the standard period of study specified for the relevant study program.
- (7) A student's entitlement to a merit-based scholarship expires on the last day of the month in which they interrupted their studies, exceeded the standard period of study, or in which their studies were terminated.
- (8) Graduates who have achieved excellent academic results at the end of their studies may be awarded a one-time merit-based scholarship of up to CZK 30,000 by the Dean immediately after graduation.

### Article 4

#### **Scholarship for outstanding creative achievements, scholarship for research activities**

- (1) The Rector or Dean may award a student a scholarship for outstanding creative achievements or a scholarship for research activities.
- (2) The Rector or Dean may award a scholarship to a graduate for outstanding creative achievements accomplished at the end of their studies.
- (3) The scholarship referred to in the preceding paragraph is awarded on the basis of a duly

justified application by a student or graduate, at the suggestion of a UWB department, or on the initiative of the Rector or Dean.

Article 5  
**Doctoral scholarship**

- (1) The Dean grants a doctoral scholarship to a student who meets the conditions under Section 91a(2) of the Act for the standard period of study so that the student's doctoral income reaches at least the amount stipulated by law.
- (2) Applications for doctoral scholarships are submitted electronically by students using the designated form.
- (3) The scholarship is awarded separately for each academic year and may also be awarded retroactively, starting from the month preceding the month in which the application was submitted in accordance with paragraph 2.
- (4) If, during the academic year, there is a change in the circumstances decisive for determining the amount of the doctoral scholarship pursuant to paragraph 1, the Dean:
  - a) shall decide to increase the scholarship so that the minimum statutory amount of doctoral income is maintained, or
  - b) may decide to reduce or withdraw the scholarship.
- (5) If a student seriously fails to fulfill the study obligations arising from their individual study plan, in particular if he/she is more than one semester behind in completing technical courses, fails to meet the requirements for publishing or teaching, repeatedly fails to meet the minimum required attendance at the workplace where he or she participates in teaching and scientific activities, the PhD Program Committee shall propose to the Dean a reduction or withdrawal of the doctoral scholarship. The PhD Program Committee shall duly justify its decision.
- (6) If the reasons for revoking or reducing the scholarship cease to exist, the PhD Program Committee may propose to the Dean that the doctoral scholarship be reinstated or increased, if the Dean had previously decided to revoke or reduce it.
- (7) A student's entitlement to a scholarship expires on the last day of the month in which their studies were terminated, interrupted, changed form, or the standard period of study expired.

Article 6  
**Extraordinary scholarship**

- (1) The Rector or Dean may award an extraordinary scholarship to a student or graduate:
  - a) for involvement in the community of gifted students, representing UWB at scientific, sporting, and cultural events, participating in promotional fairs and presentation events,
  - b) in the event of the student's exceptionally difficult situation,
  - c) in cases worthy of special consideration.
- (2) An extraordinary scholarship is awarded on the basis of a duly justified application by the student, at the proposal of a UWB department, the Chair of the Academic Senate, or on the initiative of the Rector or Dean.
- (3) An extraordinary scholarship may be awarded only once under the same circumstances.

- (4) The total amount of extraordinary scholarships awarded to a student by the Rector and Dean may not exceed CZK 200,000 in a given academic year.

#### Article 7

##### **Accommodation scholarship**

- (1) The rector shall grant an accommodation scholarship to a student who, as of the date of the decision:
  - a) is studying full-time in a Bachelor's, Master's, or Doctoral study program conducted in the Czech Republic,
  - b) is enrolled in his/her first study program or in a follow-up study program and, at the same time, did not enroll in another study program before enrolling in the follow-up study program or transferred from one study program to another and the previous study was recognized; in the case of concurrent study programs, the student is credited at most once, that is, in the study program in which he or she was enrolled earlier,
  - c) has not exceeded the standard duration of study in the current study program or in any of the parallel study programs,
  - d) does not have permanent residence in the district where he/she studies.
- (2) The accommodation scholarship is payable to the student for each month in which the student has met the conditions set out in paragraph 1 for at least 15 days.
- (3) Applications for accommodation scholarships must be submitted electronically using the designated form.
- (4) The scholarship is awarded separately for each academic year. Entitlement to the scholarship expires on the first day of the month following the month in which the student ceased to meet the conditions set out in paragraph 1.
- (5) The amount of the accommodation scholarship is set by the Rector.

#### Article 8

##### **Social scholarship**

- (1) The Rector shall award a social scholarship to a student who meets the conditions of Section 91(5) of the Act.
- (2) Applications for social scholarships are submitted electronically using the designated form.
- (3) A student is entitled to a social scholarship for each full calendar month during which he or she meets the conditions set out in Section 91(5) of the Act.
- (4) The amount of the social scholarship is stipulated in the Act. In the event of a change in the amount of the social scholarship, a new decision on the award of the social scholarship is issued.

#### Article 9

##### **Scholarship from an international program**

- (1) The Rector or Dean may award a scholarship from an international program to a student enrolled in a Bachelor's, Master's or Doctoral study program, a graduate of a study program, a participant in lifelong learning, an academic staff member or another UWB employee.

- (2) A scholarship from an international program is awarded on the basis of a duly justified application by the scholarship recipient or on the recommendation of a UWB constituent part by way of a decision or on the basis of a contract concluded with the scholarship recipient.

#### Article 10

##### **Mobility support scholarship**

- (1) The Rector or Dean may award a student a mobility support scholarship if the mobility costs cannot be covered by the international program.
- (2) The mobility support scholarship is awarded on the basis of a duly justified application submitted by the student or on the recommendation of a UWB department.
- (3) The total amount of the mobility support scholarship awarded to a student by the Rector and Dean may not exceed CZK 200,000 in a given academic year.

#### PART THREE

##### **PAYMENT OF SCHOLARSHIPS**

#### Article 11

- (1) In order to receive their scholarship, students are required to enter their bank account number into the IS/STAG electronic information system.
- (2) The awarded scholarship is paid by bank transfer to the student's bank account specified in paragraph 1. If the recipient is not a student, the scholarship is paid to the bank account specified in the application. The scholarship recipient is responsible for the accuracy and completeness of the bank details.
- (3) A one-time scholarship is paid no later than the last day of the month following the month in which the decision to award the scholarship came into effect. A monthly scholarship is paid no later than the last day of the following month.

#### PART FOUR

##### **JOINT AND TRANSITIONAL PROVISIONS**

#### Article 12

- (1) The applicant is obligated to provide truthful information in the scholarship application.
- (2) The student is obligated to notify the faculty's Student Office or the Vice-Rector's Office, which is responsible for matters related to Bachelor's and Master's degree programs, in writing of any changes in circumstances relevant to the awarding of scholarships no later than thirty days after such circumstances have arisen.
- (3) The payment of a scholarship may be suspended if it is reliably proven that the scholarship recipient has an outstanding debt to UWB after the due date, with the exception of scholarships pursuant to Article 2(1)(d) and (f) to (h).

Article 13

**Transitional provisions**

- (1) The condition for studying in the first doctoral study program does not apply to students who began their doctoral studies, for which they are to be awarded a doctoral scholarship, before September 1, 2025.
- (2) For students who commenced their doctoral studies before September 1, 2025, in addition to doctoral scholarships and wages or salaries pursuant to Section 91a(1) of the Act, any other income and scholarships paid to the student by UWB shall also be included in the doctoral student's income, with the exception of scholarships pursuant to Article 2(1)(f) to (i).
- (3) Confirmation of family income issued by the state social support authority for the purposes of granting a social scholarship is valid for 21 months from the end of the quarter for which the family income was determined in the case of scholarship applications submitted no later than February 28, 2025.

PART FIVE

**FINAL PROVISIONS**

Article 14

- (1) The UWB Scholarship Regulations, registered by the Ministry of Education, Youth and Sports on April 11, 2017, under ref. no. MSMT-9273/2017, as amended, are hereby repealed.
- (2) These Scholarship Regulations were approved in accordance with Section 9(1)(b)(3) of the UWB Act by the Academic Senate on November 26, 2025.
- (3) These Scholarship Regulations shall enter into force pursuant to Section 36(4) of the Act on the date of their registration by the Ministry of Education, Youth and Sports.
- (4) These Scholarship Regulations shall become effective on the day following their registration by the Ministry of Education, Youth and Sports.

prof. Ing. Pavel Karban, Ph.D., v. r.  
Chairman of the Academic Senate

prof. RNDr. Miroslav Lávička, Ph.D., v. r.  
Rector