**SCHOLARSHIP RULES OF THE**

**ACADEMY OF ARTS, ARCHITECTURE & DESIGN IN PRAGUE**

of 25 July 2017

*The Ministry of Education, Youth and Sports registered pursuant to Section 36 (2) of the Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Some Other Acts (The Higher Education Act) on 25 July 2017 under Ref. No. MSMT-20295/2017 Scholarship Rules of the Academy of Arts, Architecture & Design in Prague.*

*……………………………………………….*

*Mgr. Karolína Gondková*

*Director of the Department of Higher Education Institutions*

*Academic Senate of the Academy of Arts, Architecture & Design in Prague*

*pursuant to Section 9 (1) (b) point 3 and Section 17 (1) (h) of the Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Some Other Acts (The Higher Education Act),
as amended, adopted this internal regulation of the Academy of Arts, Architecture & Design in Prague:*

**Scholarship Rules**

**OF THE ACADEMY OF ARTS, ARCHITECTURE & DESIGN IN PRAGUE**

# Article 1

# Opening provisions

The Scholarship Rules of the Academy of Arts, Architecture & Design in Prague (hereinafter referred to as the ‘‘Scholarship Rules’’) are issued in accordance with Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Some Other Acts (The Higher Education Act), as amended, (hereinafter referred to as the ‘‘Act’’) and applies to all students of the Academy of Arts, Architecture & Design in Prague (hereinafter referred to as ‘‘UMPRUM’’) who study in full-time form of studies in bachelor’s, master’s and doctoral degree programmes, which are implemented by UMPRUM with the exception of social scholarship pursuant to Section 91 (3) of the Act, which is intended for students of all forms of study.

# Article 2

**Financial resources and their utilisation**

1. The financial resources for granting scholarships comprise:
	1. Scholarship fund,
	2. Subsidies or allowances granted by the Ministry of Education, Youth & Sports (hereinafter referred to as the ‘‘Ministry’’),
	3. Own incomes or other resources allocated or raised.
2. The Scholarship fund, which is set up pursuant to Section 18 (6) of the Act, is formed according to the Rules of economic activities of UMPRUM, which are a part of the UMPRUM Statutes.
3. Scholarships may be awarded:
	1. pursuant to Section 91 (2) (a) of the Act for outstanding study results (hereinafter referred to as ‘’Merit Scholarship’’),
	2. pursuant to Section 91 (2) (b) to (d) of the Act, in particular, for excellent results in the field of pedagogical, artistic, research, development and innovation and other creative activities or for performing other important tasks for UMPRUM or exemplary representation of UMPRUM (hereinafter referred to as ‘‘Extraordinary Scholarship’’),
	3. pursuant to Section 91 (3) of the Act (hereinafter referred to as the ‘‘Social Scholarship’’),
	4. pursuant to Section 91 (2) (d) of the Act (hereinafter referred to as ‘‘Accommodation Scholarship’’),
	5. pursuant to Section 91 (4) (c) of the Act (hereinafter referred to as ‘‘Doctoral Scholarship’’),
	6. pursuant to Section 91 (4) (a) of the Act (hereinafter referred to as ‘‘Scholarship of EU programmes and other countries’’),
	7. pursuant to Section 91 (2) (e) of the Act (hereinafter referred to as ‘‘Foreign Scholarship’’) financed from the resources of CEEPUS or students at school on the basis of inter-governmental agreements,
	8. pursuant to Section 91 (2) (c) of the Act (hereinafter referred to as ‘‘Doctoral and Research Scholarship’’).
4. Funds obtained from the Ministry’s grant can only be used for the payment of scholarships awarded in accordance with Section 91 of the Act and these Scholarship Rules.
5. Scholarships paid out from other funds must respect the principles laid down for the management of such funds.

**Article 3**

**Merit scholarship**

1. Merit scholarship may be awarded to a student who satisfies the following conditions:
	1. upon proper enrolment in the study of an advanced year, the student has fulfilled all study duties for the previous academic year in accordance with the requirements of the UMPRUM study programme and has not transferred any obligation to the next year,
	2. the grade point average of all classified subjects of the previous year is between 1,00 and 1,50,
	3. completed at least eight examinations in the previous academic year.
2. The merit scholarship is awarded to the student on the basis of their application submitted through the study department.
3. The merit scholarship is paid in the form of a regular monthly allowance for 10 months within the academic year on the basis of the study results of the previous academic year.
4. The maximum amount of the merit scholarship paid to one student per academic year shall be determined by the Rector’s Ordinance, which shall take into account the achievement of the grade point average. Optional subjects of supplementary study, the purpose of which is to obtain a certificate of pedagogical accreditation to teach art subjects in primary and secondary schools, are not counted in the average.
5. Entitlement to merit scholarship expires on the last day of the month in which:
	1. the student has interrupted or completed their studies,
	2. studies have been terminated in final and binding manner within the meaning of Section 56 (1) (b) in conjunction with Section 68 of the Act.

# Article 4

**Extraordinary one-time scholarship**

1. An extraordinary one-time scholarship is awarded by the Rector’s decision with regard to the available financial resources in the budget of UMPRUM.
2. An extraordinary one-time scholarship can only be awarded to a student during the course of their studies.
3. The Rector may award an extraordinary one-time scholarship at the end of the studies in the study programme as the Rector’s prize for extraordinary study performance, success or extraordinary representation of UMPRUM.
4. The Rector may award an extraordinary one-time scholarship to a student on the basis of a decision or on the basis of a proposal from another UMPRUM employee; the amount of the extraordinary scholarship is decided by the Rector.

**Article 5**

**Scientific and research scholarship**

1. The scientific and research scholarship is paid to the student on the basis of a contract concluded between UMPRUM and the student, taking into account the results of internal grant competitions announced by UMPRUM for the submission of scientific and research tasks carried out by students.
2. The contract shall always determine:
	1. the amount of stipend,
	2. term, for which stipend is paid,
	3. specification of the task solved.

**Article 6**

**Social scholarship**

1. A student who is entitled to a child allowance under special legislation is entitled to a social scholarship[[1]](#footnote-1), if the family income determined for the purposes of child allowance does not exceed the family subsistence minimum times (x) a coefficient of 1.5. The scholarship in the statutory amount is awarded for a standard period of study for ten months in an academic year. The monthly amount of scholarship corresponds to one quarter of the basic rate of the minimum wage per month, with the scholarship thus determined being rounded up to the whole ten crowns. The student shall document the entitlement to stipend by a written confirmation issued at their request by an authority of the national social support granting the allowance indicating that the family income ascertained for the purpose of a child allowance in a year specified in the confirmation did not exceed the amount of the subsistence minimum times (x) the 1.5 coefficient. The confirmation for the purpose of granting the scholarship is valid for a period of 21 months from the end of the year for which the family’s income was ascertained. A student is entitled to scholarship only once over a certain period of time.
2. A student is eligible for a social scholarship during the standard period of study for each whole calendar month, in which they meet the conditions for granting the social scholarship. Entitlement to a social scholarship does not arise for the month of July and August.
3. Students are paid social scholarships in regular instalments, always retroactively for the preceding quarter as of 31 December, 31 March and 30 June.

# Article 7

**Accommodation scholarship**

1. The accommodation scholarship may be awarded to a student who:
	1. is a full-time student of the Bachelor’s, Master’s or doctoral degree programme of full-time study;
	2. studies in the first study programme, or in the follow-up study programme, or has been accepted to study a new study programme and has completed and been recognised for previous studies in another study programme;
	3. in case of parallel study in different degree programmes, a student can be awarded this scholarship only once, i.e. in the degree programme, for the study of which they enrolled first;

the calculation does not take into account studies in the study programme in which the applicant enrolled and which was completed between 1 May and 30 October of the same calendar year (‘‘holiday studies’’);

* 1. has not exceeded the standard period of study, even in any of the study programmes studied at the same time;
	2. does not reside permanently in the capital of Prague.
1. A student who is a participant in the ERASMUS + is also entitled to accommodation scholarship. Accommodation scholarship is granted to these students if they are students on the date of the decision to award the scholarship.
2. Accommodation scholarship may not be paid:
	1. within foreign development assistance (government scholarship holders),
	2. for study stays under international treaties,
	3. within AKTIOM and CEEEPUS programmes,
	4. to foreign trainees - self-payers.
3. The basis for granting the accommodation scholarship comprises data on studies from the Associated Information Registers of Students (hereinafter referred to as ‘‘SIMS’’) or from the information system of UMPRUM.
4. Accommodation scholarships are awarded for individual periods in the academic year (hereinafter referred to as the ‘‘Scholarship Period’’). Each period shall last as follows:
	1. October + November + December (paid in December),
	2. January + February + March (paid in March),
	3. April + May + June (paid in June).
5. The accommodation scholarship is granted for the particular period in which the student is entitled to the scholarship for the entire period.
6. The amount of accommodation scholarship is calculated from the amount that UMPRUM receives from the Ministry for accommodation scholarship depending on the number of students who meet the criteria for granting accommodation scholarship in the relevant Scholarship Period.

# Article 8

**Doctoral scholarship**

1. In the doctoral study programme, the doctoral scholarship is awarded to all students studying in full-time form of study, provided that the study duties are fulfilled in a timely and proper manner.
2. The amount of the doctoral scholarship is determined for the academic year by a decision of the Rector.
3. Doctoral scholarships are paid in regular monthly instalments between October and July (10 months).
4. The student loses a right to doctoral scholarship in the month when they cease to be a student of full-time studies in the doctoral study programme. If a student finishes or interrupts their studies during a calendar month, they are not entitled to a scholarship for that month.
5. Students of doctoral study programmes may be granted one-off and repeated extraordinary scholarships for outstanding artistic, scientific, research, educational, or publishing activities.
6. The amount of an extraordinary one-time doctoral scholarship is determined by the Rector depending on the financial possibilities of UMPRUM on the basis of a proposal arising from the doctoral colloquium.

# Article 9

**Decision-making on scholarships**

1. In determining the amount of scholarships, UMPRUM shall draw on its financial resources and possibilities, the amount and purpose of the resources provided and available and the number of students who have fulfilled the conditions for awarding the different types of scholarships referred to in Article 2 (3).
2. The student is obliged to notify the study department within 15 days of any changes that affect the award of the scholarship.
3. Scholarship payments are made in Czech crowns in cash at the cash register or via wire transfer to a bank account, which is indicated in the application for scholarship or which the student notifies in writing to the study department. The accommodation scholarship can also be paid through the internal payment system (IPS) to the student’s account, from where the student can transfer the received money to a bank account.
4. The decision to award the scholarship shall be served on the parties by means of a notice on the official notice board and in a manner enabling remote access.
5. If a student ceases to meet the conditions for a scholarship award, the scholarship is withdrawn by the Rector’s decision.
6. The procedure for granting a scholarship shall be initiated upon request. By its own authority, UMPRUM initiates proceedings for granting scholarships for accommodation, doctoral, EU and other countries and foreign scholarships. UMPRUM notifies decisions in proceedings under these Rules by means of an electronic information system. In such a case, the day of service and notification of the decision shall be deemed to be the first day following disclosure of the decision to the student in the electronic information system.

**Article 9**

**Final provisions**

1. The Scholarship Rules of the Artistic Board of the Academy of Arts, Architecture & Design in Prague registered by the Ministry on 10 May 2006 under Ref. No. 12 162/2006-30 are repealed.
2. These Rules were approved pursuant to Section 9 (1) (b) point 3 of the Act by the Academic Senate of the Academy of Arts, Architecture & Design in Prague on 26 June 2017.
3. These Scholarship Rules come into force pursuant to Section 36(4) of the Act on the day of registration by the Ministry.
4. These Scholarship Rules shall take effect on 1 September 2017.

# Prof. academic architect Jindřich Smetana m.p.

Rector

1. *Section 17 (d) of Act No. 117/1995 Coll., on State Social Support, as amended.* [↑](#footnote-ref-1)