

CHARLES UNIVERSITY FACULTY OF SOCIAL SCIENCES

**RULES FOR AWARDING SCHOLARSHIPS AT THE
FACULTY OF SOCIAL SCIENCES OF CHARLES UNIVERSITY**

Under § 27 *para 1 letter b)* and § 33 *para 2 letter e)* of Act no. 111/1998 coll., on universities and on amendment and complementation of other acts (“Act on Universities”), as amended (hereinafter only “Act on Universities”), the Academic Senate of the Faculty of Social Sciences of Charles University has adopted the following Rules for Awarding Scholarships at the Faculty of Social Sciences of Charles University as an internal regulation of the Faculty:

Article 1
Introductory Provisions

These Rules for Awarding Scholarships at the Faculty of Social Sciences of Charles University (“the Faculty”) stipulate under the Scholarship Regulations of Charles University (“the University”), as amended (“the Scholarship Regulations”), the conditions, rules, details, and other requirements for awarding scholarships at the Faculty.

Article 2
Scholarship for Outstanding Academic Achievement
(under Article 4 of the Scholarship Regulations)

1. The scholarship for outstanding academic achievement is awarded in accordance with the criteria set out in the Scholarship Regulations to the students of bachelor’s and post-bachelor programmes whose period of study does not exceed the standard period of study by more than one year and who are not subject to any obstacles to being awarded scholarship under the Scholarship Regulations. Unless stipulated otherwise below, the scholarship may be paid:
 - a. To a student of a bachelor’s programme of study at the Faculty who studied in the previous academic year at the Faculty in the first unit of study of the programme and acquired at least 45 credits in this programme,
 - b. To a student of a bachelor’s programme of study at the Faculty who studied in the previous academic year at the Faculty in the second or third unit of study of the programme and acquired at least 45 credits in this programme and to a student in the first unit of study of a post-bachelor programme of study at the Faculty who studied and completed the bachelor’s programme in the previous academic year and acquired at least 45 credits in the last unit of study of this bachelor’s programme,
 - c. To a student of a post-bachelor programme of study at the Faculty who in the previous academic year studied at the Faculty in the first or second unit of study in the programme and acquired in the given unit of study at least 45 credits.

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2. For every student eligible based on the criteria in para 1, a weighted average grade achieved is calculated for completed subjects for the previous unit of study at the Faculty based on all examinations including the resits and all graded course credits, including the resits. For the purposes of this calculation, grade A is converted to value 1.0, grade B to value 1.5, grade C to value 2.0, grade D to value 2.5, grade E to value 3.0 and grade F to value 4. In the case of grades on a scale of 1-4, the value included in the average corresponds to the numerical value of the grade. If a student is studying in more than one programme and some study requirements are recognized between the programmes, such recognized requirements are disregarded for the purposes of the calculation. The weight of every grade in the average is the number of credits that may be acquired by successfully completing the subject. If a student acquired more than 60 credits for completed subjects in the previous academic year (if a student is studying in more than one study programme and some of the study requirements are recognized between programmes, the credits obtained in this way will not be counted for this purpose), a deduction of 0.01 for every credit exceeding this limit is applied. The student's result (indicated by the letter V) is calculated as a weighted average reduced by the deduction.
 3. In accordance with the above conditions, the scholarship for outstanding academic achievement is also awarded to students in the first unit of their studies in the post-bachelor degree programme for outstanding academic achievement in their previous studies in the bachelor's degree programme and upon application submitted to the Faculty's Student Services Office. The provisions of para 2 will apply analogically for determining eligibility for the scholarship.
 4. The credits awarded for study abroad within the Erasmus programme, interfaculty and inter-university agreements, and other agreements are counted towards the fulfilled study requirements and the grades determined by the guarantor on the basis of the results achieved abroad are used for the calculation of the scholarship for outstanding academic achievement for the given unit of study.
 5. Students eligible based on the criteria in para 2 will be distributed into 5 groups according to the affiliation of the programmes of study to the institute of the Faculty. If the study programme is provided by more than one institute of the Faculty, it will be assigned to the institute that provides the largest part of the teaching, in the case of equal share, it will be assigned to the institute determined by the Dean. Every group is further structured into three subgroups in compliance with para 1 letters a), b) and c). If a student studies in more than one programme, s/he is assessed in each of the programmes. In each subgroup, the scholarship will be awarded to those students whose V-result is less than or equal to the lowest score such that at least the percentage of students in the given subgroup specified in the Scholarship Regulations achieved that score or less. The total volume of resources for the scholarship for outstanding academic achievement is distributed among the subgroups in proportion to the number of students in the subgroup. The amount of scholarship within the subgroups is determined on a linear basis depending on the unique student's results within the given subgroups. The minimum and maximum amount of scholarship and the percentage of students who will be awarded the scholarship is determined by a Dean's measure following an opinion given by the Academic Senate in compliance with the conditions of Article 4 paras 2 and 3 of the Scholarship Regulations.
 6. A student studying at the Faculty in more than one programme of study may be awarded a scholarship for outstanding academic achievement in each such programme of study. Should the total amount of the scholarship for outstanding academic

achievement exceed the upper limit specified in Article 4 para 3 of the Scholarship Regulations, the student will be awarded the maximum amount of the scholarship.

7. The scholarship for outstanding academic achievement is awarded on or before 31 December of the year of study following the year of study in which the student accomplished the outstanding academic achievement as a result of which s/he became eligible for the scholarship. The scholarship for outstanding academic achievement is paid as a lump sum.

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 Regulations)

1. The scholarship for outstanding RDI, artistic, or other creative achievement contributing to greater knowledge is awarded in accordance with the criteria set in the Scholarship Regulations to students who have won prizes in the Czech Republic or abroad; they are in particular prizes awarded by public higher education institutions, state bodies, and foundations.
2. The scholarship for outstanding RDI, artistic, or other creative achievement contributing to greater knowledge is paid as a lump sum upon an application submitted by the student that includes an opinion of the guarantor of the programme of study; a document proving that the prize was awarded to the student for outstanding RDI, artistic, or other creative achievement constitutes an appendix to the application. The amount of the scholarship corresponds to the amount of remuneration paid to the staff for comparable activities determined by the director of the institute of the Faculty.
3. The maximum amount of this scholarship is regulated by the Scholarship Regulations.

Article 4

Scholarship for RDI (Research, Development, and Innovation) Activities in Accordance with Special Legislation (under Article 6 of the Scholarship Regulations)

1. The scholarship for RDI Activities in accordance with special legislation is awarded in accordance with the criteria set in the Scholarship Regulations to students who are actively involved in the RDI activities of the workplaces of the Faculty. The amount of the scholarship corresponds to the amount of remuneration paid to the staff for comparable activities determined by the director of the institute of the Faculty.
2. The proposal to award the scholarship is submitted to the Dean of the Faculty by the guarantor of the respective programme of study or by the head of the respective scientific research team. The application must contain an opinion of the Secretary to the Faculty and the respective Vice-Dean.
3. The maximum amount of this scholarship is regulated by the Scholarship Regulations.

Article 5

Scholarships in Cases Worthy of Special Consideration (under Article 9 of the Scholarship Regulations)

1. Scholarships in cases worthy of special consideration are awarded in accordance with the Scholarship Regulations to students who:

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- a) are actively involved in the teaching activities of the workplaces of the Faculty;
 - b) are actively involved in the creative activities of the workplaces of the Faculty;
 - c) are actively involved in international cooperation of the workplaces of the Faculty or the Faculty as a whole (for example concluding and implementing Erasmus agreements or interfaculty or inter-university agreements, cooperating in the preparation of joint study in the form of a double-degree or joint degree);
 - d) are actively involved in the operation of the Faculty, in particular as members of its bodies;
 - e) achieved excellent sports results on the level of a national championship or international sports competitions;
 - f) represent the University at academic international competitions;
 - g) are in acute distress;
 - h) have demonstrated excellent academic achievement beyond the scholarship for outstanding academic achievement;
 - i) performed a laudable citizen act.
2. The amount of the scholarship under para 1 letters a) b) and c) is determined so that it corresponds to the amount of remuneration for comparable activities at a workplace of the Faculty for a person having comparable qualifications. In determining the amount of the scholarship under para 1 letters d) e) f) h) and i) the Dean takes into account in particular the time and financial resources required to perform the rewarded activities and possible increased costs incurred by the applicant.
 3. Additional details concerning the payment of and submission of applications for the scholarships in cases worthy of special consideration under paras 1 and 2 are stipulated in a Dean's measure.
 4. The scholarships in cases worthy of special consideration are paid as a lump sum, or in accordance with the funding resources.

Article 6
Scholarship to Support Study Abroad
(under Article 10 of the Scholarship Regulations)

1. The scholarship to support study abroad is awarded in accordance with the criteria set in the scholarship regulations to students who study abroad within the framework of inter-university or inter-faculty agreements, providing that such study forms an accepted part of the given programme of study.
2. The application for the scholarship is submitted to the Dean of the Faculty by the student before s/he leaves to study abroad. The student submits the application no later than one month before the planned departure. The applicant may be awarded a scholarship not exceeding the amount set in the Scholarship Regulations.
3. The Dean divides the sum allocated in the Faculty budget for the scholarships to support study abroad for the relevant calendar year into two parts. The first part is used to cover the costs of the scholarships to support study abroad for stays done during the summer semester, and the second part is used to cover the costs of the scholarships to support study abroad for stays done during the winter semester. The amount of the scholarship is determined by dividing the amount allocated to the scholarships for the relevant semester by the number of students who submitted an application for the scholarship within the deadline and by the number of months they would spend abroad. The result is the basic value of a month of study. If the basic

value of a month of study calculated this way is lower than CZK 15,000, the basic value of a month of study is CZK 15,000; if the basic value of a month of study calculated this way is higher than CZK 25,000, the basic value of a month of study is CZK 25,000. The amount awarded to individual applicants is determined by multiplying the basic value of a month of study by the coefficient of costs of the given country according to the Table of financial costs of target countries listed in the appendix to these rules and by the number of months of the planned stay. If the amount to be paid exceeds the sum allocated in the budget of the Faculty for the scholarship fund for the relevant semester, the Dean may decide to reduce the basic value of a month of study by the required amount.

4. The amount of the scholarship under paragraph 3 is reduced by the amount provided to the student from other resources (the Mobility Fund, development fund), and possibly also by the amount that the student clearly would not spend in the course of his study abroad (in particular if free accommodation is provided by the partner university).
5. A scholarship to support study abroad can be awarded as support of a stay under the Erasmus+ programme. The procedure and conditions are stipulated in the Dean's measure.
6. The scholarships to support study abroad are paid as a lump sum.

Article 7
Doctoral Scholarship
(under Article 12 of the Scholarship Regulations)

When determining the amount of the doctoral scholarship for individual years of study the Dean of the Faculty takes into account the amount of subsidy allocated for doctoral scholarship and the number of students in doctoral programme of study. The Dean of the Faculty determines the amount of the doctoral scholarship by a measure.

Article 8
Common Provisions

Scholarships are paid by way of a non-cash payment to a bank account maintained at a financial institution in the Czech Republic. In exceptional circumstances the Rector or the Dean may allow a different form of payment.

1. The rules for the submission of applications for scholarships, elements thereof, payment conditions for scholarships, and other related matters are stipulated in accordance with the internal regulations of the University and the Faculty in a Dean's measure following discussion in the Academic Senate of the Faculty. The Dean may stipulate in this measure that the application for a scholarship be submitted electronically.

Article 9
Transitional Provisions

1. The proceedings started before these Rules for Awarding Scholarships at the Faculty of Social Sciences of Charles University come into force will be completed under these Rules for Awarding Scholarships at the Faculty of Social Sciences of Charles University dated 2 June 2017, as in force before the date of entry into force of these rules.

2. The provision of Article 2 is applied as of the first day of the 2021-2022 academic year; the scholarships for outstanding academic achievement for the 2020-2021 academic year are determined and awarded under the Rules for Awarding Scholarship at the Faculty of Social Sciences of Charles University dated 2 June 2017, as in force before the date of entry into force of these rules.
3. In the case and for the duration of the accreditation of study programmes that are divided into fields of study, a study programme means the respective field of study.

Article 10
Final Provisions

1. The Rules for Awarding Scholarships at the Faculty of Social Sciences of Charles University dated 2 June 2017 are hereby repealed.
2. These rules were approved by the Academic Senate of the Faculty of Social Sciences of Charles University on 11 May 2021.
3. These rules come 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 2021-2022 academic year.

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Mgr. Magda Pečená, Ph.D.
President of the Academic Senate of FSV UK

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Doc. PhDr. Alice Němcová Tejkalová, Ph.D.
Dean of FSV UK

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Prof. Ing. František Zahálka, Ph.D.
President of the Academic Senate of Charles University

Appendix
Table no. 1 Financial costs of target countries

Country	Coefficient of costs
Australia and New Zealand	1.8
Countries in Asia and America	1.5
Countries in EU15 (incl. the United Kingdom of Great Britain and Northern Ireland)	1.2
Other EU countries (outside EU15)	1.0
Other countries not listed above	1.0