

# CONDITIONS FOR THE PAYMENT OF SCHOLARSHIPS TO SUPPORT THE STUDIES IN BACHELOR'S AND FOLLOW-UP MASTER'S DEGREE PROGRAMMES TAUGHT IN A FOREIGN LANGUAGE

<b>DIRECTIVE S_OCJSP_002</b>		
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<b>Related regulations and documents:</b> Scholarship Regulations of Charles University, as amended Rules for Awarding Scholarships at FSV UK, as amended S_SO_005 Scholarships at FSV UK		
<b>Repealed regulations:</b> OD 25/2017 Conditions for payment of scholarship to support the studies of international students in paid Bachelor's and Master's degree programs		
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<b>Appendices:</b>		
<b>Brief summary of the regulation:</b> It regulates the conditions for the payment of scholarships to support studies in bachelor's and follow-up master's programmes taught in a foreign language		
<b>Discussed with AS FSV UK:</b> Not requested	<b>Approved by AS FSV UK:</b> Not requested	<b>Discussed with trade unions:</b> Not requested
<b>Discussion with or approval by another body:</b> Not requested		
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## Part I. – Information about the Regulation

### 1. Reasons for and Explanation of the Changes

Content of the change	Point
Transformation of the regulation into a directive Regulation of the structure of the measures in terms of the type of scholarships	

## 2. Purpose and Scope of the Measure

This Directive regulates the conditions for the payment of scholarships to support studies in bachelor's and follow-up master's programmes taught in a foreign language at the Faculty of Social Sciences of Charles University (hereinafter referred to as "CJSP"). This is a specific group of scholarships to support students' studies in CJSP. The faculty introduces a new collective term of "FSV UK Scholars" for the area including both this group of scholarships and scholarship holders. This term replaces the previously occasionally used and, from the current perspective, inaccurate term of "development scholarship". The Directive specifies the type of scholarship to be awarded, outlines the conditions for awarding the scholarship, and sets out the basic processes for awarding the scholarship. At present, only one type of scholarship is awarded in this group of scholarships, namely a scholarship to support living costs for students in a demonstrably difficult financial situation.

### Part II – Basic Terms, Rules, and Roles

## 3. Definition of Terms and Roles

- 3.1. A study applicant becomes a **student** on the date of enrolment. Enrolment takes place at the faculty that implements the respective study programme within the time limit set by the Dean of that faculty. A person whose studies have been interrupted becomes a student on the date of re-enrolment. A person ceases to be a student on the date of termination of studies in accordance with § 55 para 1 and § 56 paras 1 and 2 or interruption of studies in accordance with § 54 of Act No. 111/1998 Coll., Act on Universities and on Amendments and Supplementations to Other Acts (the Act on Universities).
- 3.2. A **study programme** is a comprehensive plan of education in a specific field of study. The type of university activity is determined by the type of implemented accredited study programmes. The types of study programmes are bachelor's, master's, and doctoral. The study programme is specified and implemented by the study plans.
- 3.3. **The academic year** lasts 12 calendar months. Its beginning is determined by the Rector. The academic year is divided into winter semester, summer semester, and holidays. The Rector determines the beginning of the semesters and holidays.
- 3.4. **Scholarship** is a monetary support for students to encourage them to engage in activities related to their studies, based on meeting certain criteria set for a specific scholarship
- 3.5. **FSV UK Scholars** is the collective name for the scholarships defined in this Directive and for the respective scholarship recipients.
- 3.6. **The International Degree Programmes Office (OCJSP)** is responsible for processing the application.

## 4. Basic Provisions

4.1. This Directive applies to international students studying in the following programmes:

4.1.1. Bachelor's:

- Economics and Finance (BEF),
- History and Area Studies (HAS),
- Politics, Philosophy and Economics (PPE),
- Social Sciences (SOSCI);

4.1.2. Follow-up Master's:

- Balkan, Eurasian and Central European Studies (BECES),
- Corporate Strategy and Finance in Europe (CSF),
- Economics and Finance (MEF),
- Erasmus Mundus Journalism, Media and Globalisation (EMJ),
- European Politics and Society (EPS), Finance and Data Analytics (MFDA),
- Geopolitical Studies (GPS),
- International Economic and Political Studies (IEPS),
- Master in Area Studies (MAS),
- Master in International Relations (MAIN),
- Master in International Security Studies (MISS),
- Media and Area Studies (MARS),
- Public and Social Policy Studies (PASP),
- Society, Communication and Media (SCM),
- Sociology of Contemporary Societies (SCS).

4.2. The scholarship application is submitted by the student to the staff members of the International Degree Programmes Office (OCJSP), who are responsible for processing.

## 5. Types of Scholarships Provided under the Label of FSV UK Scholars

5.1. Scholarship to support living costs for students in a vulnerable financial situation - priority axis 1 (see Part III).

### **Part III –Scholarship to Support Living Costs for CJSP Students in a Demonstrably Difficult Financial Situation (Priority Axis 1)**

## 6. Purpose and Eligibility

6.1. The scholarship is paid mainly from the state budget in the framework of the contribution to the implementation of the objectives of the submitted strategic plans of the university within the project Programme for the Support of Strategic Management of Universities for the years 2022 to 2025 and from the funds of the approved budget of OCJSP in the chapter of the Faculty-Wide Activities (CFA).

6.2. The scholarship is provided in accordance with the Scholarship Regulations of Charles University, Article 11 Scholarship to support study in the Czech Republic.

6.3. The scholarship is provided to support living expenses for students in a demonstrably difficult financial situation.

- 6.4. The scholarship does not serve as a tool for dealing with unforeseen situations.
- 6.5. The scholarship is awarded to students studying in the 1st to 3rd year of a bachelor's degree programme or in the 1st and 2nd year of a follow-up master's degree programme.
- 6.6. A condition for payment of the scholarship is the settlement of all debts for previous studies and payment of the fee for the winter semester of the academic year for which the student is granted the scholarship.
- 6.7. The scholarship is awarded for one academic year.
- 6.8. Awarded scholarship recipients may apply for the scholarship in subsequent years as well. Provided that the reasons for the award of the scholarship are still valid and funds allow it, the evaluation committee will give priority in the selection procedure to these students.

## **7. Application**

- 7.1. The scholarship can be applied for once a year by 30 April in the academic year preceding the academic year for which the scholarship is granted.
- 7.2. The scholarship application may also be submitted by a study applicant provided that s/he also submits a complete and paid application to study in one of the supported programmes by 30 April at the latest.
- 7.3. Complete scholarship applications are sent by email to the person in charge at OCJSP. The email and the person in charge at OCJSP are listed on the FSV website.
- 7.4. The scholarship application must include the following documents: a completed and signed application form available on the faculty's website, a motivation letter summarising the student's interest in the study and the reasons why the student regards himself/herself as eligible, a letter of recommendation from a member of FSV UK, or a letter of recommendation from a person from a previous school who is familiar with the student's financial and study situation, and any other documents proving the student's complicated financial situation, if applicable.

## **8. Evaluation and Scholarship**

- 8.1. The number and amount of scholarships is decided by the Dean on the proposal of the evaluation committee. In his decision, the Dean takes into account the current amount of resources allocated to support this activity.
- 8.2. The Dean decides on the award of the scholarship on the basis of the proposals of the evaluation committee. The evaluation committee consists of the vice-dean for studies (chairperson of the committee), the head of OCJSP, and the staff member of the admissions procedure at OCJSP.
- 8.3. In its evaluation, the evaluation committee takes into account, in particular, the student's financial circumstances which do not allow him/her to cover living expenses from his/her own resources after the payment of tuition fees, above-average interest in studies, above-average academic results, recommendations from persons involved, and previous scholarship awards.
- 8.4. The scholarship is provided as a contribution to cover the living costs associated with full-time study at FSV UK. The award of the scholarship does not exempt the awarded student from the obligation to pay tuition fees.

- 8.5. Students will not be required to account for the cost-of-living allowance.
- 8.6. The scholarship will be paid once per academic year, no later than 31 December of the given year, provided that the student has commenced his/her studies in a timely and proper manner in the given academic year and has paid the tuition fees for the winter semester in a timely and proper manner.