

# CONSOLIDATED VERSION OF THE SCHOLARSHIP RULES OF BUT

## Heading

Consolidated version as of: 13 April 2021  
Incorporating: Amendment 1, Amendment 2

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## **Article 1**

### **Subject**

1. These Scholarship Rules of Brno University of Technology are an internal regulation of Brno University of Technology (hereinafter "BUT") pursuant to Section 17 (1)(h) of Act No. 111/1998 Coll., on higher education institutions and amending and supplementing other laws (Act on Higher Education Institutions), as amended (hereinafter the "Act") and contain rules for studies in Bachelor's, Master's and doctoral degree programmes implemented at BUT.
2. Other scholarships and scholarships based on reasons other than those specified in these Scholarship Rules cannot be paid.
3. The application of the Scholarship Rules cannot circumvent the provisions on dependent work contained in Act No 262/2006, the Labour Code, as amended.

## **Article 2**

### **Scholarship programme types and granting**

1. Students can be granted the following scholarships:
  - a) scholarship for outstanding study results in accordance with Section 91(2)(a) of the Act;
  - b) scholarship to support doctoral students in accordance with Section 91(4)(c) of the Act;
  - c) accommodation grant in accordance with Section 91(2)(e) of the Act;
  - d) scholarship for students in difficult social situations in accordance with Section 91(3) of the Act;
  - e) scholarship in accordance with Section 91(2)(b) of the Act for excellent research, development and innovation, artistic or other creative results contributing to knowledge (hereinafter the "creative scholarship");
  - f) scholarship in accordance with Section 91(2)(c) of the Act for research, development and innovation activities in accordance with a special legal regulation<sup>1</sup>;
  - g) scholarship in exceptional cases in accordance with Section 91(2)(e) of the Act;
  - h) scholarship to support studies abroad in accordance with Section 91(4)(a) and (b) of the Act.
2. The scholarship for outstanding study results under Article 3 and the scholarship to support doctoral students under Article 5, creative scholarship and scholarship for research, development and innovation activities in accordance with a special legal regulation under Article 8 shall be granted by the Dean of the Faculty where the student is enrolled in his/he programme. Students who are not enrolled at any faculty shall be granted the scholarship for outstanding study results under Article 4, the scholarship to support doctoral students under Article 5, the creative scholarship and the scholarship for research, development and innovation activities in accordance with a special legal regulation under Article 8 by the head of the university institute responsible for organising the relevant programme, based on an authorisation granted by the Rector.
3. The accommodation grant under Article 6 for students in accredited study programmes and the scholarship for students in difficult social situations under Article 7 shall be granted by the Vice-Rector responsible for study affairs, based on an authorisation granted by the Rector. The accommodation grant under Article 6 for students admitted to BUT within the framework of study visits shall be granted by the Vice-Rector responsible for foreign relations, based on an authorisation granted by the Rector.

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<sup>1</sup> Act No 130/2002, on the support of research, experimental development and innovation from public funds and amending certain related acts (Act on the Support of Research, Experimental Development and Innovation), as amended.

4. The scholarship in exceptional cases under Article 9 and the scholarship to support studies abroad under Article 10 shall be granted by the Dean of the faculty, Vice-Rector responsible for such scholarships, or the Rector. Students who are not enrolled at any faculty shall be granted the scholarship in exceptional cases by the head of the university institute responsible for organising the relevant programme, based on an authorisation granted by the Rector.

### **Article 3**

#### **Scholarship for outstanding study results for students of the faculties**

1. The scholarship for outstanding study results shall be granted to students of the Bachelor's and Master's programmes provided by one of the faculties whose study results were outstanding in the previous academic year or in the determined stage of the studies. The Dean may decide that students in their first year of the Bachelor's and Master's programmes shall be granted scholarships for outstanding study results achieved in the winter semester of the relevant academic year.
2. The scholarship for outstanding study results shall be granted on the basis of a student's application or *ex officio*.
3. More detailed conditions for granting the scholarship for outstanding study results to students of the faculties and details on the requisites of the application, manner of and deadlines for submitting the application, and payment of the scholarship are set in internal regulations of each faculty. The Dean of the faculty shall determine the amount of the scholarship for outstanding study results by a decision according to the number of students who have fulfilled the conditions to be granted the scholarship and according to the funds available. The scholarship for outstanding study results shall be determined on the basis of weighted average of the study results; the average shall be determined according to the Study and Examination Rules of BUT.
4. The entitlement to the scholarship for outstanding study results shall expire and the payments shall cease in the month in which:
  - a) the student interrupts his/her studies or his/her studies are terminated;
  - b) a decision on imposing a penalty for disciplinary offence becomes final;
  - c) the student exceeds the standard period of study of his/her programme.

### **Article 4**

#### **Scholarship for outstanding study results for students not enrolled to any faculty**

1. The scholarship for outstanding study results shall be granted to students of the Bachelor's and Master's programmes who are not enrolled at any faculty, whose study results were outstanding in the previous academic year. The head of the university institute may decide that students in their first year of the Bachelor's and Master's programmes shall be granted scholarships for outstanding study results achieved in the winter semester of the relevant academic year or in the determined stage of the studies.
2. The scholarship for outstanding study results for students who are not enrolled at any faculty shall be granted on the basis of a student's application or *ex officio*.
3. The scholarship for outstanding study results for students not enrolled at any faculty usually shall be paid in regular monthly payments. Details on the requisites of the application, the manner of and deadlines for submitting the application and payments of the scholarship are set in an internal regulation of the university institute ensuring the organisation of the given programme.

4. In the given academic year, a student is entitled to a scholarship for outstanding study results achieved in the preceding academic year, if:
  - a) the student has not exceeded the standard period of study of the relevant programme;
  - b) in the previous academic year, the student successfully completed all compulsory and selective course that had not been recognised from his/her previous studies and that the student was taking in the academic year;
  - c) the student fulfils more detailed conditions to grant the scholarship for outstanding study results stipulated in an internal regulation of BUT.
5. The Rector shall determine the amount of the scholarship for outstanding study results according to the number of students who have fulfilled the conditions to be granted the scholarship and according to the funds available. The scholarship for outstanding study results shall be determined on the basis of weighted average of the study results; the average shall be determined according to the Study and Examination Rules of BUT.
6. The provisions of Art. 3 (4) shall apply to the grounds for expiry of the entitlement to the scholarship for outstanding study results and the associated termination of its payments.

## **Article 5**

### **Scholarship to support doctoral students**

1. A student of full-time doctoral programme conducted in the Czech language shall be granted the scholarship to support doctoral students provided that the total duration of his/her doctoral studies has not exceeded the standard period of study of the relevant programme. The total duration of the doctoral studies shall include the durations of any previous studies in doctoral study programmes that were not duly completed under Section 56 (1) of the Act. The total duration of the doctoral studies shall not include any periods for which the studies were interrupted.
2. The Dean or, in case of students who are not enrolled at any faculty, the head of the university institute may exceptionally grant the scholarship to support doctoral students in the first year after the end of the standard period of study, on the basis of a motion of the student's supervisor and with the approval by the Council responsible for the relevant program.
3. More detailed conditions for granting the scholarship to support doctoral students and details on the manner and dates of payments of the scholarship are set in an internal regulation of the university institute ensuring the organisation of the given programme.
4. The Dean of the faculty or the head of the university institute authorised by the Rector shall determine the amount of the scholarship to support doctoral students according to the number of students who fulfil the conditions to be granted the scholarship, and according to the funds available in particular with regard to:
  - a) the study results achieved;
  - b) the results achieved in scientific, artistic or other creative activities of the student;
  - c) the length of the preceding professional practice;
  - d) the pedagogical and other activities at BUT.
5. The scholarship to support doctoral students shall be paid in regular monthly payments and the entitlement to the scholarship shall expire and the payments shall cease in the month in which:
  - a) the student interrupts his/her studies or his/her studies are terminated;
  - b) the student's form of study was changed from full-time to part-time;

- c) a decision on imposing a penalty for disciplinary offence becomes final;

Based on the study results achieved and the fulfilment of the individual study plan by the doctoral programme student, the Doctoral Board may, at the supervisor's proposal, propose to the Dean or head of the university institute to withdraw the scholarship or change its amount.

## **Article 6**

### **Accommodation grant**

1. The accommodation grant shall be granted to students who:
  - a) are full time students of a Bachelor's, Master's or doctoral programme;
  - b) study in their first programme or in a follow-up programme following their first programme, or have transferred from one programme to another and had the previous studies recognised, or have dropped the previous studies by sending a written notification before 31 October of the same year in which they enrolled in it; if a student studies in more programmes simultaneously, he/she shall be granted the accommodation grant once at the most, in the programme in which he/she enrolled first.
  - c) did not exceed the standard period of study, not even in any of their parallel studies;
  - d) whose permanent address is not registered in the districts of Brno-město or Brno-venkov.
2. The accommodation grant may be granted for reasons deserving special attention even when a student does not fulfil one or more conditions specified in paragraph 1.
3. The decision to provide the accommodation grant shall rely on data obtained from the Student Register kept in the form of electronic database of the Information System of BUT (hereinafter the "BUT IS").
4. The accommodation grant shall be provided on the basis of the student's electronic application using a prescribed form.
5. The Rector shall determine the amount of the accommodation grant by a decision according to the number of students who have fulfilled the conditions to be granted the grant and according to the funds available. Further details and deadlines for the payment of the grant shall be set by an internal ordinance of BUT.

## **Article 7**

### **Scholarship for students in difficult social situations**

1. Scholarship to students in difficult social situations shall be granted to students entitled to family allowance pursuant to Section 17 of Act No. 117/1995 Coll., on state social assistance, as amended, if the decisive family income ascertained for the purposes of the family allowance does not exceed the product of the minimum subsistence figure and the coefficient of 1.5. The scholarship shall be granted for the standard period of study, for ten months of the academic year. The monthly amount of the scholarship shall correspond to one quarter of the basic rate of the minimum monthly salary, where the amount determined in such a manner shall be rounded up to whole tens of crowns.
2. Students prove their entitlement to a scholarship by a written certificate (issued upon their request by the income support authority which granted the support), proving that the student conforms to the conditions specified in Section 91 (3) of the Act. Students may only apply for the scholarship once for each individual period.

3. The scholarship for students in difficult social situations shall be granted based on the student's application. Detailed requirements for applying for the scholarship for students in difficult social situations and the deadlines for its payment shall be set by an internal ordinance of BUT.

#### **Article 8**

##### **Creative scholarship and scholarship for research, development and innovation activities in accordance with a special legal regulation**

1. Creative scholarships shall be granted to students of all types of study programmes for excellent research, development and innovation, artistic or other creative results contributing to knowledge.
2. Scholarships for research, development and innovation activities in accordance with a special legal regulation shall be granted to students of all types of study programmes in accordance with Act No 130/2002, on the support of research, experimental development and innovation from public funds and amending certain related acts (Act on the Support of Research, Experimental Development and Innovation), as amended.
3. Creative scholarships and scholarships for research, development and innovation activities in accordance with a special legal regulation can be awarded *ex officio* or based on the student's application.
4. The final amount of the scholarship shall be determined by the Dean or, in the case of scholarships for students who are not enrolled at any faculty, by the head of the university institute according to the number of students who have fulfilled the conditions to be granted the grant and according to the funds available.

#### **Article 9**

##### **Scholarship in exceptional cases**

1. The scholarship in exceptional cases can be granted to students enrolled in all types of programmes:
  - a) for extraordinary study results;
  - b) for significant activity performed for the benefit of the Faculty, BUT or the academic community of BUT;
  - c) (c) for excellent sports results;
  - d) for excellent artistic results;
  - e) for excellent representation of BUT, in particular in the field of science, education, sports and arts;
  - f) in case of a student's disability or difficult social situation (extraordinary social scholarship);
  - a) in other cases worthy of extraordinary consideration.
2. The scholarship in exceptional cases is usually granted on the basis of the student's application or on the basis of a motion by a senior employee of BUT.
3. The scholarship can also be granted *ex officio* in exceptional cases.
4. The scholarship in exceptional cases is usually a one-time scholarship; however, it can be granted repeatedly.

5. The Dean or the Rector shall determine the specific amount of the scholarship for outstanding study results according to the number of students who have fulfilled the conditions to be granted the scholarship and according to the funds available.

#### **Article 10**

##### **Scholarship to support studies abroad**

1. Students of the bachelor, master or doctoral degree programmes delivered by BUT may be granted a scholarship to partially cover the costs related to studies at a foreign university, if their stay cannot be funded as a part of an international programme or bilateral agreements.
2. Students of foreign universities may be granted a scholarship to partially cover the costs related to studies at BUT.
3. The scholarship to support studies abroad shall be granted on the basis of the student's application supported by an analysis of the necessary costs related to the studies.
4. Details of the manner of and deadlines for submitting the application and payments of the scholarship are set in an internal regulation of BUT.

#### **Article 11**

##### **Decision on granting a scholarship**

1. A decision on granting a scholarship is a decision on rights and obligations of students within the meaning of Section 68 (1)(e) of the Act on Higher Education Institutions.
2. The proceedings shall commence on the day when the student submits the application for the scholarship. If the scholarship is granted by the Dean, Rector or the head of a university institute *ex officio*, the proceedings shall commence as of the day of delivery of the decision on granting the scholarship.
3. The decision on granting the scholarship shall be delivered via BUT IS. In that case, the first day following the day of making the decision available to the student in BUT IS shall be considered the date of delivery.
4. Students are obliged to notify the Student Services Department of the faculty or component part of the university of any changes in the decisive facts for granting the scholarship to support studies abroad, the accommodation grant, and the scholarship for students in difficult social situations no later than 7 days of the day of occurrence of the facts.
5. In case of changes in the facts decisive for granting the scholarship, or its term or amount, the body that granted the scholarship shall decide on withdrawal or decrease of the scholarship even during the term of the scholarship.

#### **Article 12**

##### **Manner of payment of the scholarships**

1. The scholarships shall be paid by wire transfer to the students' bank accounts. For that purpose, students are obliged to enter their bank account numbers in BUT IS. Students are obliged to only use one bank account to receive payments of all types of scholarships. Students are responsible for the completeness and correctness of the data.
2. If the student fails to inform BUT of the bank account number for the payment of the scholarship or fails to provide other cooperation necessary for its payment within 30 days of the decision to



grant the scholarship becoming final and enforceable, the scholarship may be withdrawn. The body that awarded the scholarship shall decide on the withdrawal of the scholarship.

**Article 13**  
**Final provisions**

1. The Scholarship Rules of BUT registered by the Ministry of Education, Youth and Sports on 20 August 2012 under No. MSMT 33984/2012-30 are hereby repealed.
2. The Scholarship Rules of BUT were passed by the Academic Senate of UT on 4 April 2017 pursuant to Section 9 (1)(b)(3) of the Act on Higher Education Institutions.
2. The Scholarship Rules of BUT shall come into force as of the date of registration by the Ministry of Education, Youth and Sports pursuant to Section 36 (4) of the Act on Higher Education Institutions.
3. The Scholarship Rules of BUT shall come into effect as of the date of coming into force.

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Prof. RNDr. Ing. Petr Štěpánek, CSc.  
Rector