

RULES FOR AWARDING SCHOLARSHIPS AND BURSARIES AT THE FACULTY OF ARTS OF CHARLES UNIVERSITY

Pursuant to Section 27(1)(b) and Section 33(2)(f) of Act No. 111/1998 Sb., to regulate higher education institutions and to change and amend other laws (the “Higher Education Act”), as amended, the Academic Senate of the Faculty of Arts of Charles University has adopted these Rules for Awarding Scholarships and Bursaries at the Faculty of Arts of Charles University as its internal regulation:

PART ONE

Fundamental Provisions

Article 1

Introductory Provision

These Rules for Awarding Scholarships and Bursaries at the Faculty of Arts of Charles University (the “Faculty” and the “University”, respectively) set out further rules and requirements, within the meaning of Article 2(2) of the Scholarship and Bursary Rules of Charles University, as amended (the “University’s Scholarship and Bursary Rules”), for the awarding and payment of scholarships and bursaries at the Faculty (together, “granting”) and for deciding scholarship and bursary matters.

PART TWO

Scholarships and Bursaries

Article 2

Scholarship for Outstanding Academic Achievement

(concerning Article 8 of the University’s Scholarship and Bursary Rules)

1. The Dean awards the scholarship for outstanding academic achievement by virtue of office to students in bachelor’s and master’s programmes of study, in accordance with the University’s Scholarship and Bursary Rules.
2. The Dean awards this scholarship retroactively for the preceding study unit. Where, under a bachelor’s programme, a study unit is a semester, Article 4(5) of the University’s Scholarship and Bursary Rules requires that the scholarship be awarded for outstanding achievement across the previous two semesters of the same academic year.
3. Students who have transferred to the Faculty from another faculty are awarded the scholarship for outstanding academic achievement attained by fulfilling study requirements at the Faculty; for this purpose, mere recognition of a completed subject assessment does not count as fulfilling a study requirement. The rules on study units in paragraph 2 apply by analogy.
4. For the purposes of this scholarship, students are grouped by degree level, bachelor’s or master’s. Within each group, the scholarship is awarded to the top 10% of students by

weighted average grade under the Scholarship and Bursary Rules, together with any further student who matches the weighted average grade of the lowest-ranked student within that 10%.

5. The scholarship is awarded in the same amount to all eligible students.
6. The Dean likewise awards, by virtue of office, a scholarship for outstanding academic achievement across the whole course of study to graduates of bachelor's and master's programmes who graduated with distinction, in accordance with the University's Scholarship and Bursary Rules.
7. The scholarship is awarded in the same amount to all eligible graduates.
8. The scholarship for outstanding academic achievement is paid as a lump sum.
9. A student or graduate whose actual period of study exceeded the standard period by more than one year is not eligible for this scholarship.
10. Further details of the scholarship, including the specific amounts payable, are set out in a Dean's directive issued after the Faculty's Academic Senate has given its opinion on it.

Article 3

Scholarship for Outstanding Research, Development and Innovations Activities, Artistic, or Other Creative Achievement Contributing to Enhanced Knowledge *(concerning Article 9 of the University's Scholarship and Bursary Rules)*

1. At a student's application or by virtue of office, the Dean may award this scholarship, in accordance with the University's Scholarship and Bursary Rules, to a student who:
 - a) undertook a placement abroad;
 - b) presented research findings at national or international level;
 - c) authored or co-authored a significant publication;
 - d) achieved outstanding artistic or creative results, or otherwise made a significant, active contribution to a science, research, or comparable project; or
 - e) in the spirit of Růžena Vacková's legacy, demonstrated outstanding independent publishing work (including translation), or made an outstanding scholarly contribution through a term paper, bachelor's thesis, master's thesis, or dissertation.
2. Graduates of the Faculty may also receive the scholarship on the ground set out in paragraph 1(e).
3. Further details are set out in a Dean's directive.

Article 4

Scholarship for Research, Development and Innovation Activities in Accordance with Another Legal Regulation *(concerning Article 10 of the University's Scholarship and Bursary Rules)*

1. At a student's application or by virtue of office, the Dean may award this scholarship, in accordance with the University's Scholarship and Bursary Rules, to a student who undertook a placement abroad, presented research findings at national or international level, authored or co-authored a significant publication, or otherwise made a significant, active contribution to a science, research, or comparable project.
2. Further details are set out in a Dean's directive.

Article 5

Bursary in Acute Hardship Affecting a Student

(concerning Article 13(3) of the University's Scholarship and Bursary Rules)

1. Where a student is immediately confronted with a serious and difficult life situation, and no other form of assistance is available, or none would be sufficient to keep that student's studies on track, the Dean may, having assessed the circumstances, award a bursary in urgent emergency situations.
2. In accordance with the University's Scholarship and Bursary Rules, the Dean may award this bursary, including on more than one occasion, on the application of a student who is facing, or is imminently threatened by, an acute hardship, in particular arising from:
 - a) becoming orphaned;
 - b) caring for a dependant;
 - c) maternity or parenthood;
 - d) serious health reasons;
 - e) a natural disaster, other calamity, or accident;
 - f) having become the victim of a criminal offence through no fault of the student's own;or
 - g) serious social hardship.
3. Once proceedings have begun, the student must promptly inform the Dean of any new circumstances that could bear on the assessment of the application, and must continue to do so until a decision on the application is issued.
4. Further details are set out in a Dean's directive.

Article 6

Scholarships in Cases Worthy of Special Consideration

(concerning Article 14(3) of the University's Scholarship and Bursary Rules)

1. On a student's application or by virtue of office, the Dean may award a scholarship in cases worthy of special consideration, in accordance with the University's Scholarship and Bursary Rules, including for:
 - a) participating in teaching or scholarly research;
 - b) working in laboratories;
 - c) contributing to the development of information technologies;
 - d) international cooperation;
 - e) outstanding sporting achievement;
 - f) representing or promoting the Faculty;
 - g) developing associational activities;
 - h) exemplary civic action; or
 - i) other cases worthy of special consideration.
2. Where justified, this scholarship may be awarded in advance.
3. Further details are set out in a Dean's directive.

Article 7

Extraordinary Prize

(concerning Article 13(4) of the University's Scholarship and Bursary Rules)

1. The Dean may, by virtue of office, award the Jan Palach Prize to a student of the Faculty for:
 - a) outstanding outreach activity or popular-science work;
 - b) outstanding social, cultural, or sporting activity that enhances the Faculty's standing;
or
 - c) demonstrating exceptional human and personal qualities in extraordinary circumstances.
2. Further details are set out in a Dean's directive.

Article 8

Bursary to Support Study Abroad

(concerning Article 15 of the University's Scholarship and Bursary Rules)

1. On a student's application or by virtue of office, the Dean may award a bursary towards the cost of studying abroad, in accordance with the University's Scholarship and Bursary Rules.
2. Where justified, this bursary may be awarded before the period abroad begins, based on the approved details recorded in the Placement Record module in the Student Information System.
3. A student who has been awarded a bursary to support study abroad before beginning that study must repay any amount, or part of such bursary, paid without entitlement, particularly where the purpose for which it was awarded, given the conditions attached, was not fulfilled in accordance with the University's Scholarship and Bursary Rules.
4. Further details are set out in a Dean's directive.

Article 9

Scholarship to Support Study, Creative Activities, Educational Activities, and Traineeships Implemented within EU Programmes and Other Multilateral and Bilateral International Programmes and Projects

(concerning Article 17 of the University's Scholarship and Bursary Rules)

1. Where the rules deriving from directly applicable EU legislation, or from international agreements binding on the Czech Republic and the acts adopted under them, so require, the Faculty grants this scholarship on the basis of an agreement with the recipient, while no administrative proceedings are held concerning the award of that scholarship.
2. On a student's application or by virtue of office, the Dean may also award this scholarship in accordance with the University's Scholarship and Bursary Rules.

3. The scholarship under paragraph 2 may equally be awarded to graduates of a study programme, participants in lifelong learning, members of academic staff, or other University employees.
4. Further details are set out in a Dean's directive.

PART THREE

Scholarship and Bursary Programmes

Article 10

Scholarship and Bursary Programmes

The Dean may announce scholarship and bursary programmes at the Faculty, including their rules by a Dean's directive on which the Faculty's Academic Senate gives its opinion.

PART FOUR

Common Provisions

Article 11

Principal Obstacle to Granting a Scholarship or Bursary

(concerning Article 7(2) of the University's Scholarship and Bursary Rules)

Unless the University's Scholarship and Bursary Rules provide otherwise, a student may not be awarded or paid a scholarship or bursary funded from the sources listed in Article 4(a) and (b) of those Rules once his or her actual period of study, within the meaning of Article 6 of those Rules, exceeds the standard period for the bachelor's or master's programme concerned by more than two years.

Article 12

Payment of a Scholarship or Bursary

Scholarships and bursaries are paid by transfer to a bank account held with a financial institution in the Czech Republic. The Dean may, exceptionally, permit payment in another form, on the basis of a substantiated application. Payment of a scholarship or bursary is always conditional on the student to whom it has been awarded providing the Faculty with the information necessary to make the payment.

PART FIVE

Transitional and Final Provisions

Article 13

Transitional Provisions

1. Proceedings initiated before these Rules take effect will be completed under these Rules.

2. The rights and obligations of students who began their studies before these Rules took effect are governed by these Rules, save that the scholarship for outstanding academic achievement for the 2025/2026 academic year will continue to be awarded under the previous Rules.

Article 14

Final Provisions

1. The Rules for Awarding Scholarships and Bursaries at the Faculty of Arts of Charles University, which were approved by the University's Academic Senate on 2 June 2017 and by the Faculty's Academic Senate on 25 May 2017, as amended, are repealed.
2. These Rules were approved by the Faculty's Academic Senate on 14 May 2026.
3. These Rules come into force on the date of their approval by the University's Academic Senate.
4. These Rules become effective on the first day of the 2026/2027 academic year.

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doc. Mgr. Jan Chromý, Ph.D.

President of the Academic Senate of the Faculty

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Mgr. Eva Lehečková, Ph.D.
Dean of the Faculty

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JUDr. Ing. Josef Staša, CSc.
President of the Academic Senate of Charles University