

# **SCHOLARSHIP RULES OF BRNO UNIVERSITY OF TECHNOLOGY**

**Heading**

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**Registration**

The Ministry of Education, Youth and Sports registered this internal regulation pursuant to Section 36 (2) of Act No. 111/1998 Coll., on higher education institutions and amending and supplementing other laws (the Act on Higher Education Institutions), as amended:

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**CONTENTS**

Article 1 Subject..... 1  
Article 2 Scholarship programme types and granting..... 1  
Article 3 Scholarship for outstanding study results for students of the faculties..... 1  
Article 4 Scholarship for outstanding study results for students not enrolled to any faculty ..... 2  
Article 5 Scholarship in exceptional cases..... 2  
Article 6 Scholarship to support doctoral students..... 3  
Article 7 Accommodation grant ..... 4  
Article 8 Scholarship for students in difficult social situations ..... 4  
Article 9 Scholarship to support studies abroad ..... 5  
Article 10 Decision on granting a scholarship ..... 5  
Article 11 Manner of payment of the scholarships..... 6  
Article 12 Final provisions ..... 6

**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.

**Article 2**  
**Scholarship programme types and granting**

1. Students can be granted the following scholarships:
  - a) scholarship for outstanding study results;
  - b) scholarship in exceptional cases;
  - c) scholarship to support doctoral students;
  - d) accommodation grant;
  - e) scholarship for students in difficult social situations;
  - f) scholarship to support studies abroad.
2. The scholarship for outstanding study results under Article 3 and the scholarship to support doctoral students under Article 6 shall be granted by the Dean of the faculty where the student is enrolled in his/her programme. Students who are not enrolled at any faculty shall be granted the scholarship for outstanding study results and the scholarship to support doctoral students 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 7 and the scholarship for students in difficult social situations under Article 8 shall be granted by the Vice-Rector responsible for study affairs, based on an authorisation granted by the Rector.
4. The scholarship in exceptional cases under Article 5 and the scholarship to support studies abroad under Article 9 shall be granted by the Dean of the faculty 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. 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) it is found that the student fails to fulfil his/her study obligations;
  - c) a decision on imposing a penalty for disciplinary offence becomes final;
  - d) 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.
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 BUT.
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 exceed 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 in exceptional cases**

1. The scholarship in exceptional cases can be granted to students enrolled in all types of programmes, in particular:

- a) for exceptional study results during the whole course of their studies;
  - b) for exceptional research, development and innovation, artistic or other creative work results contributing to deepening of knowledge;
  - c) for significant activities for the benefit of the faculty, BUT, or the academic community of the university;
  - d) for exceptional sport performance, in particular when representing BUT;
  - e) as a part of the Rector's Award;
  - f) as a part of the Dean's Award;
  - g) in other cases deserving special consideration, in particular in case of a physical disability or difficult social situation of the student;
  - h) for research, development, and innovative activities under Act No. 130/2002 Coll., on support for research and development from public funds and amending some related laws (Act on Support for Research and Development), as amended;
  - i) on the basis of contracts concluded between BUT and a legal person providing earmarked funds for specific research and development.
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. If the decision on granting such a scholarship is in the competence of the Dean, he/she shall discuss the motion to grant the scholarship with the Dean's Advisory Board. If the decision under the first sentence is in the competence of the Rector, he/she shall discuss the motion to grant the scholarship with the management of BUT.
  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 6**

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

1. Students of full-time doctoral programmes shall be granted the scholarship to support doctoral students provided that they have not exceeded the standard period of study of the relevant programme.
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 BUT.
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) it is found that the student fails to fulfil his/her study obligations;
  - c) a decision on imposing a penalty for disciplinary offence becomes final;

## **Article 7**

### **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. The accommodation grant shall be paid retroactively in four-month intervals, for the periods from September to December, January to April, and May to August.

## **Article 8**

### **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. The students shall prove their entitlement to the scholarship with a written confirmation (issued at the student's request by the income-support authority which approved the family allowance), confirming that the family income ascertained for the purposes of the family allowance per calendar year and specified in the confirmation does not exceed the product of the minimum subsistence figure and the coefficient of 1.5. The confirmation for the purposes of granting the scholarship is valid for 21 months of the end of the calendar year for which the family income was ascertained. Students may only apply for the scholarship once for each individual period.
3. The scholarship for students in difficult social situations shall be granted on the basis of the student's application. Students shall submit their applications for the scholarship for students in difficult social situations no later than one month of their enrolment in the studies unless the family allowance under Section 17 of Act No. 117/1995 Coll., on state social assistance, as amended, is granted to them after their enrolment in the studies; in that case, students may submit their applications any time during the academic year.
4. Details of the requisites of the application for the scholarship for students in difficult social situations and dates of payments are set in an internal regulation of BUT.

#### **Article 9**

##### **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 10**

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

1. A decisions 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 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 30 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 academic year.

#### **Article 11**

##### **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.

#### **Article 12**

##### **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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