

The Ministry of Education, Youth and Sports registered pursuant to Section 36(2) of Act No. 111/1998 Sb., on Higher Education Institutions and on Amendments and Supplements to Other Acts (the Higher Education Act), as amended, under Ref. No. MSMT-16789/2025-2 Statute of the University of Pardubice on the date of signing the registration.

Mgr. Vojtěch Tomášek

Director of the Department of Higher Education Institutions

STATUTES OF THE UNIVERSITY OF PARDUBICE OF 1 SEPTEMBER 2025

Part I INTRODUCTORY PROVISIONS

Article 1 Basic Provisions

- (1) In accordance with Act No. 111/1998 Sb., on Higher Education Institutions and on Amendments and Supplements to Other Acts (the Higher Education Act), as amended (the "Higher Education Act"), the Statutes of the University of Pardubice (the "Statute") is the basic legal document of the University of Pardubice as a public university-type higher education institution. The University of Pardubice is defined by the following basic terms:

Name: University of Pardubice (abbreviated as "UPCE")

Registered office: Studentská 95, 532 10 Pardubice

Established: 27 June 1950, by Government Decree No. 81/1950 Sb. on certain changes in the organisation of higher education institutions, as the Chemical College in Pardubice

Historical name changes: 27 November 1953 by Government Decree No. 98/1953 Sb., on changes in the organisation of higher education institutions, to the Institute of Chemical Technology in Pardubice, on 16 February 1994 by Act No. 46/1994 Sb., on changing the name of the Institute of Chemical Technology in Pardubice to the University of Pardubice

Legal predecessor: University of Pardubice under Act No. 172/1990 Sb., on Higher Education Institutions, as amended by Act No. 216/1993 Sb.

Identification Number (ICO): 00216275

Tax Identification Number (DIC): CZ00216275

- (2) The English translation of the name is the University of Pardubice (abbreviated as "UPCE").
- (3) The use of the name and logo of the University of Pardubice (the "university"), or any forms of words derived from it, by parts of the university not listed in the statutes, both in the names of these parts and in the names of events organised, is only possible with the written permission of the Rector of the university (hereinafter referred to as the "Rector").

Article 2

Focus and Long-Term Orientation

- (1) Educational and scientific, research, development and innovation, artistic and other creative activities at the University, which build on a long-term tradition and reflect development trends, include the following fields:
 - a) social sciences, in particular history, philosophy, sociology, philology, and pedagogy;
 - b) natural sciences, focusing on chemistry, microbiology, biochemistry, mathematics, and physics;
 - c) economics and administration, focused mainly on public administration;
 - d) technical and technological, focusing on chemistry, transport and communications, information technology, electrical engineering, and materials engineering;
 - e) healthcare, focusing primarily on nursing and other non-medical fields;
 - f) arts, focusing on the restoration and conservation of works of art within the visual arts;
 - g) related borderline and interdisciplinary fields.

Article 3

Activities and Support for Activities

- (1) Education is provided
 - a) in accredited study programmes ("study programme");
 - b) in lifelong learning programmes.
- (2) Scientific, research, development and innovation, artistic and other creative activities ("creative activity") are carried out in the scope ranging from research to development activities, in connection with practical needs. As a research organisation, the university carries out activities in accordance with Act No. 130/2002 Sb., on the support of research, experimental development, and innovation from public funds and on amendments to certain related acts (Act on the Support of Research, Experimental Development, and Innovation), as amended.
- (3) Supplementary activities within the meaning of Section 20(2) of the Higher Education Act are carried out in connection with the activities referred to in paragraphs 1 and 2.
- (4) In order to support the activities referred to in paragraphs 1 and 2 and to promote the harmonious development of the personality of students and the entire academic community, the university creates conditions, in particular through
 - a) information activities and services, ensuring access to library and journal collections and to electronic and other information;
 - b) sports, physical education, and cultural activities, organised as voluntary activities or, in the case of students, as optional activities within study programmes;
 - c) social activities within the scope of the university's possibilities, in particular student accommodation and catering.
- (5) The university also

- a) creates conditions and supports cooperation at the international university level, participation in transnational higher education institutions, and student mobility;
- b) organises other activities for the development and strengthening of relations, in particular between universities and other educational and scientific institutions, university graduates, state and local government bodies, as well as activities fulfilling the mission of the university as set out in Section 1 of the Higher Education Act and in the traditions of the university.

Article 4

Study Programmes and Fields of Habilitation and Professorship Appointment Procedures

- (1) Study programmes at the university are created and implemented at the faculties. Their list is published in the public section of the university's website with the details specified in Section 21(1)(h) of the Higher Education Act, including the corresponding study plans.
- (2) The guarantor of the study programme is appointed and dismissed by the Dean of the faculty at which the study programme is implemented or predominantly implemented in accordance with Section 44 of the Higher Education Act.
- (3) The list of fields in which the university is authorised to conduct habilitation or professorship appointment procedures is published in the public section of the university's website.
- (4) The implementation of study programmes may be carried out by university departments established specifically for educational and creative activities and for the provision of information services or technology transfer, and other legal entities that have their registered office, central administration, or principal place of business in the territory of a Member State of the European Union, or that have been established or founded under the law of a Member State of the European Union, engaged in educational and creative activities.
- (5) The public section of the university's website shall publish information on the restriction or withdrawal of institutional accreditation, the restriction or termination of the authorisation to implement a study programme, the restriction or withdrawal of accreditation of study programmes, and the suspension or withdrawal of accreditation of habilitation or professorship appointment procedures.

Article 5

Internal Regulations and Internal Standards of the University of Pardubice

- (1) In addition to the internal regulations specified in Section 17(1) of the Higher Education Act, other internal regulations of the university that are subject to registration by the Ministry of Education, Youth and Sports (the "Ministry") include:
 - a) Financial Management Rules of the University of Pardubice;
 - b) Rules for Making Monetary and Non-Monetary Contributions to Legal Entities by the University of Pardubice;
 - c) Lifelong Learning Regulations of the University of Pardubice;
 - d) Rules for Habilitation Procedure and Procedure for Appointment as a Professor at the University of Pardubice;
 - e) Accreditation Rules of the University of Pardubice;
 - f) Rules of Procedure of the Internal Evaluation Board of the University of Pardubice.

- (2) The university's internal regulations are published in the public section of the university's website, including information on their validity and effectiveness.
- (3) In addition to the internal regulations of the faculties pursuant to Section 33 of the Higher Education Act, the internal standards of the university that are not subject to registration by the ministry include directives, orders, measures, and announcements issued by the university or faculties, regulations of the university's special-purpose facilities, and, where applicable, regulations of other parts of the university.

Part II

DELIVERY OF DOCUMENTS TO APPLICANTS, STUDENTS, AND PERSONS WITH INTERRUPTED STUDIES, ADMISSION TO STUDY PROGRAMMES, STUDY-RELATED FEES, AND THE STUDENT BOARD

Article 6

Delivery of Documents to Applicants, Students, and Persons with Interrupted Studies

- (1) In the admission procedure pursuant to Section 50, in the procedure for transferring between university study programmes pursuant to Section 54b, in procedures concerning the rights and obligations of students pursuant to Section 68 of the Higher Education Act, and other documents related to study, the university delivers documents via the university's electronic information system.
- (2) Documents delivered in proceedings pursuant to Sections 50, 54b, or 68 of the Higher Education Act are delivered at the moment when, after the document has been made available to the participant in the proceedings in the university's electronic information system, the participant in the proceedings logs into the system. If the participant does not log in within 10 days of the date on which the document was made available to them in the electronic information system, the document shall be deemed to have been delivered on the last day of this period.
- (3) An applicant for study, a student, or a person whose studies have been interrupted may make a submission to the university in electronic form via the university's electronic information system, and such a submission shall be deemed signed. The submission is made by its confirmation in the university's electronic information system.

Article 7

Admission to Study

- (1) Applicants for study at the university are admitted in a specific study programme on the basis of an admission procedure. Admission to study in a study programme takes place at the relevant faculty.
- (2) The admission procedure is announced in the public section of the website in accordance with the Higher Education Act and the internal regulations of the relevant faculty, which include in particular:

- a) the deadline for submitting applications, the method of submission in paper or electronic form (electronically only via the university's electronic information system) and the requirements, the amount of the fee for activities related to the admission procedure (Section 58(1) of the Higher Education Act), payment symbols, bank account number, and form of payment;
 - b) information on the method of submitting applications to the university in accordance with Section 69b of the Higher Education Act;
 - c) the conditions for admission set out in Section 48 and Section 49(1) and (3) of the Higher Education Act and the deadline and method for verifying their fulfilment, in particular the form of the admission procedure, the specification of subjects and conditions of the admission procedure, binding deadlines and the venue for admission examinations, and the method of evaluating the results of admission examinations;
 - d) requirements for medical fitness to study the relevant study programme, if the applicant's medical fitness is a condition for admission to study;
 - e) different conditions for the admission of applicants in accordance with Section 49(3) of the Higher Education Act, if specified;
 - f) the maximum number of students admitted to study in the relevant study programme, the form and general content of the entrance examination, if required, and the criteria for its evaluation, rules for possible exemption from the entrance examination;
 - g) the method of assessing excuses for absence from the entrance examination, or the possibility of taking the entrance examination at an alternative date.
- (3) The admission procedure is initiated by the delivery of an application for study with the requirements specified in Section 50 of the Higher Education Act to the faculty that offers the study programme. If the application does not meet the prescribed requirements or has other defects, the relevant study department will return it to the applicant for correction or completion. If the applicant does not remedy the substantial defects in the application within the specified period, they will not meet the conditions for admission and the admission procedure will be terminated.
- (4) Applicants are invited to participate in the entrance examination in writing in paper form or electronically via the university's electronic information system. If an applicant fails to appear without a prior written excuse or if the excuse is not accepted, the applicant has not fulfilled the conditions for admission to study.
- (5) The decision must be issued within 30 days of verification of the conditions for admission to study in accordance with Section 50(4) of the Higher Education Act.
- (6) The Rector is the administrative authority of appeal. In the appeal proceedings, the Rector reviews the compliance of the contested decision and the proceedings preceding the issuance of the decision with legal regulations, internal regulations of the university and faculty, and the conditions for admission to study set by the faculty.

Article 8

Entrance Examination

- (1) The entrance examination consists of one or more parts, which do not have to take place on the same date. Failure to pass the entrance examination or one of its parts constitutes failure to meet

the conditions for admission to study. Before the entrance examination and, upon request, during the examination, the applicant must prove their identity with a valid personal document.

- (2) If the entrance examination for related study programmes offered at a particular faculty verifies the conditions for admission from the same subject, the Dean may decide that an applicant enrolled in the admission procedure for these programmes will take this examination only once. The result of the examination is valid for all study programmes specified in the decision.
- (3) The entrance examination may be waived for an applicant based on the results of previous studies or proved other study activities. The Dean decides on the waiver based on previously published conditions.

Article 9

Enrolment in Studies

- (1) Upon notification of the decision on admission to study, the applicant has the right to enrol in the study programme. Applicants enrol within the deadline and in the form specified by the faculty offering the relevant study programme.
- (2) If an applicant enrolls in a study programme before the deadline for appealing the decision on admission to study, they are deemed to have waived their right to appeal by enrolling.
- (3) If an applicant enrolls in a study programme after filing an appeal during the appeal proceedings, the appeal proceedings shall be discontinued upon enrolment; no resolution on discontinuation of the proceedings shall be issued.
- (4) If an applicant is unable to enrol within the specified period, they must notify the faculty offering the relevant study programme in writing in advance or, in exceptional cases, within five days of the specified enrolment date.
- (5) The Dean shall decide on the acceptance of the excuse. If the excuse is accepted, the Dean shall set an alternative enrolment date.
- (6) The right to enrol shall expire for an applicant admitted to study if they fail to enrol within the specified period without excuse or if their excuse is not accepted.
- (7) On the date of enrolment, which is recorded in the student register in accordance with Section 88(3)(a) of the Higher Education Act, the applicant becomes a student of the university.

Article 10

Conditions of Study for International Students

- (1) Applicants for study at the university who are citizens of countries other than the Czech Republic ("international students") are admitted to study in the Czech language under the same conditions as other applicants, provided that
 - a) their education has been recognised as meeting the requirements of the Higher Education Act for admission to the given type of study programme;
 - b) they have met the admission requirements set for other applicants, including proof of language proficiency for study in a study programme in the Czech language in accordance with the requirements set out in the internal regulations of the relevant faculty.
- (2) When admitting international students to study under international treaties and agreements to which the Czech Republic is bound, the conditions of paragraph 1 shall apply mutatis mutandis,

i.e., it is possible to adjust the date of the admission procedure and individually assess the applicant's education, or, where appropriate, no entrance examination shall be required.

- (3) More detailed conditions for admission to study in study programmes in a foreign language and the conditions for their study are set out in the internal regulations issued by the faculty that implements the relevant study programme.

Article 11

Support Measures to Equalize Opportunities to Study at the University

The university shall provide appropriate support measures to equalise opportunities to study at the university, unless this is contrary to the health requirements for studying the relevant study programme. The rules for providing such measures are set out in the university's internal regulations.

Article 12

Admission Procedure Fees

- (1) The fee for activities related to the admission procedure for study in a bachelor's, master's, or doctoral study programme conducted in the Czech language is CZK 650. The fee is the university's income.
- (2) The fee for activities related to the admission procedure for study in a bachelor's, master's, or doctoral study programme conducted in a foreign language is CZK 2,000. The fee is the university's income.
- (3) The fee for activities related to the admission procedure is non-refundable, except in cases where the admission procedure for a given study programme or specialisation is cancelled by the relevant faculty. Applicants pay the fee by bank transfer to the university's account or by credit card. When paying the fee for activities related to the admission procedure, the applicant is required to state the variable and specific payment symbol. The applicant shall pay the fee no later than the deadline for submitting applications.
- (4) The faculty may stipulate in its internal regulations governing the admission procedure for the given academic year that an applicant who has submitted two applications for the same study programme or specialisation in full-time and part-time forms of study shall pay the fee for only one of the forms of study.
- (5) If a bachelor's, master's, or doctoral study programme is carried out as part of a European Union programme or other international programme or project that excludes the imposition of fees for activities related to the admission procedure, then no fee shall be charged for activities related to the admission procedure. Similarly, the university shall not charge a fee for activities related to the admission procedure in the case of a study programme implemented in cooperation with a foreign university, if it is so stipulated in the agreement on the implementation of this study programme.
- (6) If an applicant fails to pay the fee for activities related to the admission procedure pursuant to Section 58(1) of the Higher Education Act in the manner specified in paragraph 3 and within the specified time limit, it shall be deemed that they have withdrawn their application for study.

Article 13

Fee for Activities Related to the Assessment of the Conditions for Admission to Study (the "Foreign Education Verification Fee")

- (1) The Foreign Education Verification Fee must be paid by applicants for bachelor's, master's, and doctoral study programmes accredited at the university who prove that they meet the conditions for admission to study with a foreign document of education pursuant to Section 48(4)(e) or (5)(c) of the Higher Education Act.
- (2) The fee for the verification of foreign education is CZK 800. The fee is the income of the university.
- (3) The fee for the verification of foreign education is payable no later than on the day of submission of the documents specified in Section 48(4) to (6) of the Higher Education Act. The fee is non-refundable.
- (4) The payment of the fee for the verification of foreign education is governed by Act No. 280/2009 Sb., the Tax Code, as amended.
- (5) If a bachelor's, master's, or doctoral study programme is carried out as part of a European Union programme or other international programme or project that excludes the determination of a fee for the verification of foreign education, then the university shall waive this fee. Similarly, the university shall waive the fee for the verification of foreign education in the case of a study programme implemented in cooperation with a foreign university, if it is so stipulated in the agreement on the implementation of this study programme.

Article 14

Fee for the State Rigorous Examination and Payment for the Use of Equipment and Information Technology

- (1) The fee for services related to the acceptance of an application for a state rigorous examination and the conduct of this examination is double the base amount according to Section 58(2) of the Higher Education Act; if the applicant does not pay the fee within the specified period, it is assumed that they have withdrawn their application.
- (2) The amount of the fee for the use of equipment and information technology necessary for preparation for the state rigorous examination pursuant to Section 46(5) of the Higher Education Act shall be determined by the faculty conducting the state rigorous examination.

Article 15

Fee for Extended Period of Study

- (1) The fee for exceeding the standard period of study by one year (the "Extended Period of Study Fee") in a bachelor's or master's study programme shall be determined by the university pursuant to Section 58(3) of the Higher Education Act. The amount of the Extended Period of Study Fee set for a student who, on the date of the specific fee obligation, has exceeded the standard period of study increased by one year:
 - a) by less than 6 months, shall be CZK 15,000 for each commenced six months of study;
 - b) by more than 6 months and less than 12 months, the fee is CZK 20,000 for each six months of study commenced;
 - c) by more than 12 months and less than 18 months, the fee is CZK 25,000 for each commenced six months of study;
 - d) by 18 months and more, the fee is CZK 30,000 for each six months of study commenced.

- (2) The decision on the Extended Period of Study Fee (the "decision") shall be issued by the Dean within 30 days of the date on which it is established that the student is obliged to pay the fee for extended study. The Extended Period of Study Fee is payable on the first day after the expiry of 90 days from the date of the decision.
- (3) The procedure for deciding on the Extended Period of Study Fee is governed by Section 68 of the Higher Education Act.
- (4) The student may lodge an appeal against the decision in paper or electronic form (electronically only via the university's electronic information system) within 15 days of the date of notification of the decision. The Rector shall decide on the student's appeal against the decision.
- (5) The student is required to attach evidence to the appeal that substantiates the reasons stated in the appeal against the decision. When deciding on an appeal against a decision, the Rector may reduce, waive, or defer the fee for extended study. The reasons for reducing, waiving, or deferring the fee are, in particular:
 - a) social;
 - b) health;
 - c) study-related;
 - d) other reasons worthy of special consideration.
- (6) The Extended Period of Study Fee is paid by the student by bank transfer to the university's account or by payment card. When paying the Extended Period of Study Fee, the student is required to state the variable and specific payment symbols. The symbols for the payment of the fee are specified in the decision.
- (7) Failure to pay the Extended Period of Study Fee by the due date is a violation of the student's obligations under Section 63(3)(a) of the Higher Education Act and disciplinary proceedings may be initiated at the Dean's request.

Article 16

Fee for Study in a Study Programme in a Foreign Language

- (1) The fee for studying in a study programme in a foreign language pursuant to Section 58(4) of the Higher Education Act is set as follows:
 - a) for students enrolled in a study programme in a foreign language, with the exception of students who pay for their studies in full, the fee for each commenced year of study in a bachelor's, master's, and doctoral study programme is set out in Appendix No. 1 hereto;
 - b) for students enrolled in a study programme in a foreign language who pay for their studies in full, the fee for each commenced year of study in a bachelor's, master's, and doctoral study programme is set out in Appendix No. 1 hereto.
 - c) for students enrolled in study programmes in a foreign language conducted in cooperation with a foreign university or other foreign institution, the amount of the tuition fee is governed by an agreement concluded with the foreign partner.
- (2) The rules for the classification of students under paragraph 1(a) or (b) shall be defined by the faculty in its internal regulations. Furthermore, the faculty shall define in its internal regulations which bachelor's and master's study programmes in a foreign language are not subject to tuition fees in accordance with Section 58(4)(a) of the Higher Education Act, in accordance with:

- a) an international treaty to which the Czech Republic is bound, or an act issued on the basis thereof, if the study is carried out on the basis of this international treaty;
- b) the conditions and rules of a European Union programme or other international programme or project, if the study is carried out on the basis of this programme;
- c) an agreement concluded with a foreign institution cooperating in the implementation of the study programme in question.

Furthermore, the faculty does not charge tuition fees for bachelor's or master's degree programmes to students supported by scholarships within the framework of programmes pursuant to Section 58(4)(b) of the Higher Education Act, if it is so stipulated by the conditions of the programme.

- (3) If a student studies in a bachelor's or master's study programme in a foreign language for longer than the standard period of study plus one year, they are always considered a student who fully pays for their studies in the given study programme in a foreign language.
- (4) The fee for studying in a study programme in a foreign language is paid by the student by bank transfer or payment card to the university's account. The fee for studying in a foreign language is payable no later than on the day of enrolment in the study programme, and in subsequent years of study no later than on the day of the beginning of each subsequent year of study.
- (5) The amount of fees for study in study programmes in a foreign language, bank details, identification data for payment, and the form of payment for the next academic year shall be determined and published in the publicly accessible part of the university's website before the deadline for submitting applications for study.

Article 17

Lifelong Education

- (1) The university implements programmes focused on professional or recreational activities as part of lifelong education.
- (2) The rules for the preparation, approval, and implementation of lifelong education programmes, including the conditions for the admission of applicants, completion of the programme, and fees, are set out in detail in the University's Lifelong Education Regulations and internal university standards.

Article 18

Study Documents

- (1) Study documents are uniform at the university. The binding template for study documents pursuant to Section 57 of the Higher Education Act is set out in the university's internal regulations.
- (2) A fee shall be charged for the issuance of documents pursuant to Section 57a of the Higher Education Act. A fee shall be charged for the issuance of replacement documents not specified in the Higher Education Act. The amount of fees and charges shall be specified in the university's internal regulations.

Article 19

Proceedings to Declare the Invalidity of a State Examination or Part Thereof

- (1) Proceedings to declare the invalidity of a state final examination or part thereof are governed by Section 47c of the Higher Education Act.
- (2) The review committee shall have seven members. The Rector shall appoint six members from among professors, associate professors, extraordinary professors, or other experts, three of whom shall be nominated by the Dean of the faculty where the state final examination or part thereof was taken. The seventh member of the review committee is appointed by the Rector from among the university's students on the recommendation of the university's Student Board.

Article 20

Student Board

- (1) The University Student Board ("SRUPa") acts on behalf of the student section of the university's academic community in dealings with the university authorities or faculty authorities.
- (2) Full members of SRUPa are members from among the students of the Academic Senate of the university, members from among the students or student chambers of the academic senates of the faculties, a delegate to the Student Chamber of the Council of Higher Education Institutions and their substitute, and a student representative on the Internal Evaluation Board.
- (3) The term of office of individual SRUPa members lasts for the duration of their membership in the bodies listed in paragraph 2.
- (4) SRUPa meetings are convened by its chair. At the request of the Rector, the chair of SRUPa is obliged to convene an extraordinary meeting of SRUPa. The election of the chair and the manner of SRUPa proceedings are governed by its rules of procedure.

Part III

UNIVERSITY BODIES

Article 21

University Bodies, Meetings of Collective Bodies

- (1) The self-governing academic bodies of the university are:
 - a) the Academic Senate;
 - b) the Rector;
 - c) the Scientific Board;
 - d) the Internal Evaluation Board.
- (2) Other bodies of the university are:
 - a) Board of Trustees;
 - b) Bursar.
- (3) University bodies may act and vote using means of remote communication. The detailed conditions for acting and voting using means of remote communication are set out in the rules of procedure or statutes of these bodies.

Article 22

Academic Senate

- (1) The number of members of the Academic Senate of the University (the "Senate"), the method of their election, the reasons and date of termination of membership in the Senate, and the length of the Senate's term of office are set out in the Election Rules of the Academic Senate of the University of Pardubice.
- (2) The method of electing the Senate Chair, the bodies of the Senate, and their establishment are governed by the Rules of Procedure of the Academic Senate of the University of Pardubice.
- (3) A member of the Senate who was elected as a student and who, during the term of office, duly completed a bachelor's degree programme and submitted an application to study at the same faculty in a follow-up master's degree programme, or duly completed a master's degree programme and submitted an application to study at the same faculty in a doctoral degree programme, remains a member of the Senate until a final decision is made on the applicant's admission to study. If admitted to study, they remain a member of the Senate. A copy of the application for study must be delivered to the Senate Presidium no later than the date of proper completion of studies.
- (4) A member of the Senate who was elected as a student and was allowed to transfer between study programmes at the university during the election period shall not lose their membership in the Senate on the date of transfer, unless they cease to be a student of the faculty offering the initial study programme.
- (5) The Senate Chair shall convene a meeting of the university's academic community at least once a year. The Senate Chair shall be obliged to convene a meeting of the university's academic community at the request of the Rector or at the request of more than 15 % of the members of the university's academic community.
- (6) The Senate Chair is obliged to ensure that proposals which, by law, require approval by the University Board after approval by the Senate in accordance with Article 26(3), are forwarded to the University Board of Trustees.
- (7) The Senate also decides on the establishment or abolition of joint facilities of the university's constituent parts on the basis of the consent of the bodies, the Rector, or the Dean.
- (8) The Senate has the right to material and administrative support for its activities and to all information necessary for its activities. The Senate's requests for information are submitted by the Senate Chair to the Rector. The activities of the Senate are materially and administratively supported by the Rector's Office.

Article 23

Rector

- (1) The procedure for adopting a resolution on a candidate for the position of Rector or a proposal to dismiss the Rector from office is set out in the Rules of Procedure of the Academic Senate of the University of Pardubice.
- (2) The powers and responsibilities of the Rector set out in Section 10 of the Higher Education Act and other special legal regulations are supplemented as follows:
 - a) the Rector determines the number and powers of the vice-Rectors;
 - b) the Rector shall decide which of the vice-Rectors is authorised to represent them in full;
 - c) the Rector issues instructions on their representation in individual cases;
 - d) the Rector appoints and dismisses members of the University Rector's Advisory Board (hereinafter referred to as the "Advisory Board"), which is his advisory body. One

student representative is also a member of the Advisory Board. The Rector may invite other persons concerned with the matters under discussion;

- e) The Rector convenes the Extended University Executive Board, which is their advisory body and is composed of members of the university management and Deans of the university faculties. The Rector may invite other persons concerned with the matters under discussion.
 - f) The Rector convenes the University Executive Board, which is their operational advisory body. The Rector may invite other persons concerned with the matters under discussion.
 - g) The Rector appoints and dismisses members of the International Scientific Board, which is their advisory body.
 - h) The Rector appoints and dismisses members of the Ethics Committee for Pedagogical, Scientific, and Artistic Ethics of the University of Pardubice, which is their advisory body in matters concerning, in particular, compliance with the rules of ethics enshrined in internal regulations, other internal standards of the university, and the Code of Ethics of the University of Pardubice.
 - i) The Rector appoints and dismisses members of the Commercialisation Board, which is their expert advisory body.
- (3) More detailed conditions for the organisation and management of the university are set out in the Organisational Guidelines of the University of Pardubice.

Article 24

Scientific Board

- (1) The rules of procedure of the Scientific Board of the University (the "Scientific Board") are laid down in the Rules of Procedure of the Scientific Board of the University of Pardubice.
- (2) The chair of the Scientific Board is the Rector, who appoints and dismisses other members of the Scientific Board.
- (3) When appointing members of the Scientific Board, the Rector shall ensure that the main areas of education and creative activity carried out at the University are represented in the Board.
- (4) Membership in the Scientific Board shall terminate in particular
 - a) on the date of delivery of a written statement by which the member resigns from membership in the Scientific Board to the Rector;
 - b) on the date on which the Rector dismisses a member of the Scientific Board with the prior consent of the Senate.
- (5) The powers of the Scientific Board are set out in the Higher Education Act, with part of these powers, to the extent specified in Article 25(4), being entrusted to the University's Internal Evaluation Board.

Article 25

Internal Evaluation Board

- (1) In accordance with the Higher Education Act, an Internal Evaluation Board of the University (the "Internal Evaluation Board") is established.

- (2) The Internal Evaluation Board has twelve members. The manner of their election, the reasons for and date of termination of membership in the Internal Evaluation Board, the length of their term of office, the manner of their proceedings, and other rules governing their activities are laid down in the Rules of Procedure of the Internal Evaluation Board of the University of Pardubice.
- (3) The chair of the Internal Evaluation Board is the Rector. The vice-chair of the Internal Evaluation Board is appointed and dismissed by the Rector from among the university's academic staff who are professors, associate professors, or extraordinary professors.
- (4) The powers and scope of authority under Section 12a of the Higher Education Act are supplemented in accordance with Section 12(4) and Section 12a(4)(e) of the Higher Education Act as follows:
 - a) It approves study programmes submitted by the Rector at the proposal of the scientific or artistic board of the relevant faculty;
 - b) It approves the intention to submit an application for accreditation, extension of accreditation or extension of the validity of accreditation of study programmes submitted by the Rector on the proposal of the scientific or artistic board of the relevant faculty;
 - c) It approves the intention to submit an application for accreditation of habilitation proceedings or proceedings for appointment as a professor submitted by the Rector on the proposal of the scientific or artistic board of the relevant faculty;
 - d) It approves the intention to submit an application for institutional accreditation for one or more areas of education and for the extension of institutional accreditation to another area or areas of education;
 - e) It approves, at the proposal of the Rector, the intention to relinquish institutional accreditation, the intention to cancel a study programme, and the intention to relinquish accreditation for habilitation proceedings or proceedings for appointment as a professor.

Article 26

Board of Trustees

- (1) The University Board of Trustees (the "Board of Trustees") has twelve members. The manner of their election, the reasons and date of termination of membership in the Board of Trustees, the length of their term of office, the manner of their proceedings, and other rules governing their activities are set forth in the Statutes of the Board of Trustees of the University of Pardubice.
- (2) The secretary of the Board of Trustees shall be appointed by the Rector after consultation with the chair of the Board of Trustees.
- (3) The date of transfer pursuant to Section 14(5) of the Higher Education Act shall be the date of delivery of the proposal to the Secretary of the Board of Trustees via the University's electronic information system.

Article 27

Bursar

- (1) The Bursar shall be appointed by the Rector on the basis of a selection procedure.

- (2) The scope of authority, powers, and responsibilities of the Bursar when acting on behalf of the university shall be determined by the Rector by means of a measure.
- (3) The Bursar is authorised to suspend decisions of the university's constituent parts concerning the management and disposal of property that are contrary to the interests of the university until the Rector's final decision.
- (4) In order to ensure coordinated action by the faculties in the area of financial management, the Bursar shall cooperate with the secretaries of the faculties and provide them with methodological guidance.

Part IV

UNIVERSITY CONSTITUENTS

Article 28

Faculties

- (1) The university has seven faculties, which are:
 - a) Dopravní fakulta Jana Pernera (ve zkratce "DFJP");
 - b) Fakulta ekonomicko-správní (ve zkratce "FES");
 - c) Fakulta filozofická (ve zkratce "FF");
 - d) Fakulta chemicko-technologická (ve zkratce "FChT");
 - e) Fakulta restaurování (ve zkratce "FR");
 - f) Fakulta zdravotnických studií (ve zkratce "FZS");
 - g) Fakulta elektrotechniky a informatiky (ve zkratce "FEI").

The English translations of the faculty names are as follows:

- a) Faculty of Transport Engineering;
 - b) Faculty of Economics and Administration;
 - c) Faculty of Arts and Philosophy;
 - d) Faculty of Chemical Technology;
 - e) Faculty of Restoration;
 - f) Faculty of Health Studies;
 - g) Faculty of Electrical Engineering and Informatics.
- (2) The faculty bodies are authorised to exercise their rights under Section 24(2) of the Higher Education Act in full accordance with the university's internal regulations.
- (3) The faculties also have the right to dispose of the university's intangible and tangible movable property, which they use for their activities and to support these activities.
- (4) The Dean has the right to decide or act on behalf of the university on cooperation in educational and creative activities related to the faculty with other legal entities engaged in activities related to the study programmes implemented by the faculty.

- (5) The Dean of the faculty with which the employee has an employment relationship shall decide on the employment relationships of academic staff who perform their teaching activities at more than one part of the university.
- (6) Disputes between the faculty and other parts of the university concerning the performance of duties and granted rights shall be decided by the Rector.
- (7) The faculty secretary reports to the Dean; in matters of faculty management, they are methodically supervised by the Bursar.
- (8) The Dean is responsible to the Rector for the status and activities of the faculty.

Article 29

Workplaces for Educational and Creative activities and for the Provision of Information Services or Technology Transfer

- (1) The university's workplaces established for educational and creative activities and for the provision of information services or technology transfer are:
 - a) Centrum informačních technologií a služeb / Centre for Information Technology and Services (abbreviated as "CITS");
 - b) Centrum transferu technologií a znalostí / Technology and Knowledge Transfer Centre (abbreviated as "CTTZ");
 - c) Jazykové centrum / Language Centre (abbreviated as "JC");
 - d) Katedra tělovýchovy a sportu / Department of Physical Education and Sport (abbreviated as "KTS").
- (2) The departments listed in paragraph 1 provide the following services, in particular:
 - a) CITS provides information and library services in accordance with library regulations, implements and manages information systems, manages the university's unified telephone and data network and servers, purchases and maintains computer and audiovisual equipment, including software, and provides related services; it is headed by a director who reports to one of the vice-Rectors;
 - b) CTTZ provides services related to the application and protection of the university's industrial property, ensures the commercialisation of the results of science and research at the university, and seeks and coordinates cooperation between the university's departments and the industrial sphere; it is headed by a senior employee reporting to one of the vice-Rectors;
 - c) JC is a special-purpose department with university-wide jurisdiction for basic teaching and study of foreign languages; it is headed by a senior employee reporting to one of the vice-Rectors;
 - d) KTS is a department with university-wide jurisdiction which, in addition to teaching, is responsible for the use of the university's sports facilities; it is headed by a senior employee reporting to one of the vice-Rectors.

- (3) Joint departments established by the university and other legal entities ("joint facility") may participate in the educational and creative activities of the university and its constituent parts. The agreement on the establishment of a joint facility is concluded on behalf of the university by the Rector after approval by the senate. Integration into the organisational structure of the university component is determined by the faculty statutes. The joint facility's share in the educational and creative activities of the university is determined by the agreement. Joint facilities may participate in the supplementary activities of the university and its components.
- (4) The Dean of the faculty at which the joint facility is established is responsible to the Rector for the status and activities of the joint facility.

Article 30

Special-purpose Facilities Providing Services and Departments Providing Administrative, Managerial, Economic, and Control Activities at the University

- (1) The special-purpose facility for accommodation and catering, in particular for students and employees of the university, is Správa kolejí a menzy / the Accommodation and Catering Services (abbreviated as "SKM"). The SKM is headed by a director who reports to the Bursar.
- (2) Other special-purpose facilities of the university are
 - a) Vydavatelství a polygrafické středisko / Printing and Publishing Centre (abbreviated as "VPS");
 - b) Technické oddělení / Technical Department (abbreviated as "TO").
- (3) The departments listed in paragraph 2 perform the following activities:
 - a) VPS coordinates and manages publishing activities related to the preparation, creation, publication, and distribution of documents produced at the university in both printed and electronic form; it is headed by a senior employee who reports to the Bursar;
 - b) TO ensures the administration and maintenance of buildings, property, and land, investment activities, construction, building and structure records, property security and surveillance, energy management, and transportation; it is headed by a senior employee who reports to the Bursar.
- (4) The Rector's Office consists of departments that provide administrative, managerial, and economic support for the university's activities. It methodically directs these activities at other parts of the university and their organisational units.
- (5) The structure of the Rector's Office and the subordination of departments and sections are set out in the Organisational Guidelines of the University of Pardubice.

Part V

FINANCIAL MANAGEMENT RULES

Article 31

Financial Management of the University

- (1) The university's financial management is governed by the Higher Education Act, the rules for the provision of contributions and subsidies published by the ministry, and special legal regulations and internal regulations and standards of the university.

- (2) The university manages its finances according to a budget of income and expenditure, which is drawn up for a period of one calendar year in accordance with the approved rules. The university's budget must not be drawn up as a deficit. The rules for the construction of the budget are submitted by the Rector for discussion by the Senate and the Board of Trustees prior to the actual discussion of the budget. If the Senate does not approve the draft budget submitted by the Rector, the Rector is obliged to submit a new draft within 30 days. Until the budget is approved by the Senate and the Board of Trustees, the original budget proposal shall be followed, including proposals for the allocation of non-investment funds to faculties and other parts of the university, reduced by 10 %. During this period, only already approved projects shall be financed from investment funds.
- (3) According to the approved university budget, faculties and other parts of the university will receive a limit of funds for the given calendar year.
- (4) The university operates in accordance with the Financial Management Rules of the University of Pardubice. Accounting methods and procedures are set out in specific legal regulations and internal regulations and standards of the university.

Article 32

Financial Management of Faculties and Other Units of the University

- (1) Faculties, special-purpose facilities, and other units manage their allocated funds independently in accordance with the Higher Education Act, other special legal regulations, and the university's internal regulations and standards.
- (2) Faculties manage their allocated funds, including payroll, independently in accordance with their own budgets approved by the faculty's academic senate.
- (3) The university units listed in Article 30(2)(a), (b) and (4) manage their allocated funds, including wages, and funds obtained through their own activities independently, in accordance with their own budgets approved by the university management.
- (4) Individual units and offices of the Rectorate manage the allocated funds, with the exception of wages, and funds obtained through their own activities.
- (5) The financial management of faculties and special-purpose facilities is audited at least once a year, ensured by the Bursar. The Rector may order an extraordinary audit of the financial management of university units by the Internal Audit and Complaints Department as necessary.

Part VI

QUALITY ASSURANCE AND EVALUATION OF THE ACTIVITIES OF THE UNIVERSITY AND ITS UNITS

Article 33

Quality Assurance

The quality of educational, creative, and related activities is ensured in accordance with the Rules of the Quality Assurance System for Educational, Creative and Related Activities and Internal Quality Assessment of Educational, Creative and Related Activities of the University of Pardubice (abbreviated as "Quality Assurance and Quality Assessment Rules"), which are internal regulations of the university.

Article 34
Quality Assessment

- (1) The university carries out internal and external evaluations of educational, creative, and related activities in accordance with Section 77a of the Higher Education Act.
- (2) Internal evaluation is carried out in accordance with the established Quality Assurance and Quality Assessment Rules.
- (3) External evaluation is carried out by:
 - a) The National Accreditation Bureau for Higher Education (the "Accreditation Bureau");
 - b) the evaluation agency.

Part VII
ACADEMIC STAFF AND HONORARY POSITIONS AT THE UNIVERSITY

Article 35
Status of Academic Staff

- (1) Academic staff perform both teaching and creative activities in accordance with the agreed type of work. The characteristic activities of academic staff include, in particular
 - a) in the field of pedagogical activities, as a rule:
 1. direct participation in the implementation of study programmes in the forms defined in the Study and Examination Regulations of the University of Pardubice, in particular through lectures, seminars and exercises, examinations and consultations;
 2. acting as supervisors of bachelor's and diploma theses, in examination and subject committees;
 3. acting as a supervisor in doctoral study programmes and as a reviewer of dissertation theses;
 4. participating in the creation of study programmes and membership in doctoral study programme advisory boards;
 5. preparing newly introduced or modernised subjects;
 6. preparing study materials and resources.
 - b) In the area of creative activity, as a rule:
 1. acting as a researcher or co-researcher in announced programmes and projects, in accordance with special legal regulations;
 2. active participation in research teams for programmes and projects, in accordance with special legal regulations or in ensuring the activities of the university on the basis of contractual relationships;
 3. participation in the design and implementation of significant engineering works;
 4. acting as an opponent in habilitation proceedings and proceedings for the appointment of professors;
 5. publishing or presentation activities.

- (2) The scope and level of performance of activities under paragraph 1 shall be assessed comprehensively in terms of content, time and duration of activity and shall be expressed by the job classification "academic staff member".
- (3) The recognition of the status of academic staff at the faculty is decided by the relevant Dean, in other cases by the Rector.

Article 36

Selection Procedure

- (1) Faculty academic staff positions are filled on the basis of a selection procedure. In addition to filling academic staff positions, a selection procedure may also be held when hiring other employees, in particular scientific and research staff.
- (2) The rules for the selection procedure for filling academic positions and, where applicable, other positions are set out in the Rules of Selection Procedure of the University of Pardubice.
- (3) The Rules of Selection Procedure of the University of Pardubice specify cases in which the selection procedure may be waived.

Article 37

Sabbatical Leave

- (1) The Dean decides on the granting of sabbatical leave to academic staff members of the faculty. The Rector decides on the granting of sabbatical leave to academic staff members at university workplaces established specifically for educational and creative activities. If the request is rejected, the circumstances leading to the rejection of the request shall be stated.
- (2) The results achieved by an academic staff member during their sabbatical leave are part of the academic staff member's evaluation.

Article 38

Membership in Academic Senates, Scientific or Artistic Boards, and Other Bodies

- (1) The activities of academic staff and students in bodies and committees defined by the Higher Education Act and other special legal regulations relating to the mission of higher education institutions include, in particular, membership in:
 - a) the university Senate and in the academic senates of the faculties;
 - b) the Internal Evaluation Board;
 - c) the university's Scientific Board, the scientific or artistic boards of the faculties, and the scientific or artistic boards of other higher education institutions and faculties;
 - d) the Accreditation Bureau and its working committees;
 - e) higher education institution representative bodies pursuant to Section 92 of the Higher Education Act;
 - f) other bodies.
- (2) Membership in the bodies and committees listed in paragraph 1 is an important part of their employment rights and obligations arising from their status as members of the academic community. Senior staff at all levels of management are required to create conditions for the

participation of employees and students in meetings and to reflect these activities in the evaluation of academic staff.

Article 39

Extraordinary, Visiting, and Emeritus Professors

- (1) The status of an extraordinary professor is governed by Section 70(2) of the Higher Education Act.
- (2) A distinguished foreign expert who is accepted at the university
 - a) with a definition of activities corresponding to those of a professor or associate professor;
 - b) for a period of at least one semester or longer but for a fixed term, may be granted the status of a "visiting professor" by decision of the Rector, usually on the proposal of the scientific or artistic board of the faculty.
- (3) A professor who has made a significant contribution to the development of the university and is a former member of the university's academic community may be granted the status of "professor emeritus" by decision of the Rector, based on a proposal from the scientific or artistic board of the faculty, after discussion in the Scientific Board of the university. This status does not establish an employment relationship with the university.
- (4) Visiting and emeritus professors are not members of the university's academic community.

Article 40

Honorary Degree Dr. h. c.

- (1) In the spirit of university traditions, the university awards the honorary title of "doctor honoris causa" to prominent domestic and foreign personalities who have made a significant contribution to the development of areas that form the focus and long-term orientation of the university.
- (2) The awarding of honorary degrees is decided by the Scientific Board. Proposals are submitted by
 - a) the Rector;
 - b) the scientific or artistic boards of the faculties through the Dean;
 - c) members of the Scientific Board.
- (3) The proposed personality must give their consent to the award of the honorary degree. The Rector requests consent after preliminary approval by the Scientific Board.
- (4) The honorary degree is conferred at an academic ceremony.

Article 41

Rector Emeritus

- (1) Rector Emeritus is an honorary degree that does not establish membership in the academic community.
- (2) Rector Emeritus is a person who has held the position of Rector of the university and has not been dismissed from this position.

- (3) Rector Emeritus may work at the university to an agreed extent in educational, creative, advisory, or representative activities.

Part VIII

CERTAIN PROVISIONS ON THE HABILITATION PROCEDURE AND THE PROCEDURE FOR APPOINTMENT AS A PROFESSOR AT THE UNIVERSITY

Article 42

Fees for Services Related to Habilitation Procedure or Procedure for Appointment as a Professor

- (1) The fee for activities related to the habilitation procedure is CZK 6,000.
- (2) The fee for services related to the procedure for appointment as a professor is CZK 8,000.
- (3) The university publishes the amount of the fee for services related to the habilitation procedure and the amount of the fee for services related to the procedure for appointment as a professor in the public section of its website. Fees for services related to the habilitation procedure and for services related to the procedure for appointment as a professor are income for the university; the fee cannot be waived.

Article 43

Proceedings to Declare the Appointment of an Associate Professor Invalid

- (1) Proceedings for declaring the invalidity of appointment as associate professor are governed by Section 74a of the Higher Education Act.
- (2) The review committee has five members. The members are appointed by the Rector from among professors, associate professors, extraordinary professors, or other experts, with one member appointed by the Rector on the recommendation of the minister from among civil servants working at the ministry.

Part IX

ACADEMIC SYMBOLS AND AWARDS

Article 44

Academic Officials, Insignia, and Ceremonies

- (1) Academic officials, academic insignia, and academic ceremonies are the external expression of academic traditions, rights, and freedoms at the university and its faculties.
- (2) The academic officials of the university are the Rector, vice-Rectors, Deans, vice-Deans, and, during academic ceremonies, the Master of Ceremonies.
- (3) The academic insignia of the university and its faculties are chains, sceptres, and gowns.
- (4) Academic ceremonies include, in particular, the inauguration of the Rector or Dean, matriculation, bachelor's degree pledge, graduation, awarding of honorary doctorates, ceremonial meetings of the Scientific Board, and ceremonial gatherings of the academic community.
- (5) The Dean may decide that matriculation will not take place.

- (6) The Rector decides on changes to or proposals for new insignia after approval by the Senate.
- (7) The content and course of academic ceremonies are proposed in accordance with university traditions by the relevant vice-Rector or vice-Dean and approved by the Rector or Dean.

Article 45

Academic Insignia and Their Use

- (1) The university sceptre, chain, and Rector's gown are symbols of the university, and their use is associated with the office of Rector.
- (2) The faculty sceptre, chain, and gown of the Dean are symbols of the faculty, and their use is associated with the office of the Dean.
- (3) The chain and gown of the vice-Rector, the chain and gown of the vice-Dean, or the gown of the Master of Ceremonies are symbols of the office of vice-Rector, vice-Dean, or Master of Ceremonies.
- (4) Gowns are symbols of the office of a member of the Scientific Board and a member of the Scientific Boards of faculties or artistic boards of faculties and the chair of the senate and chairs of faculty senates.
- (5) The gown of the bursar and the gowns of the faculty secretaries are symbols of their offices.
- (6) The doctoral gown and chain are provided during the academic ceremony to a person who is awarded the honorary degree of "doctor honoris causa" (abbreviated "Dr. h. c.").
- (7) The gown of the Rector Emeritus is provided during the academic ceremony to a person who participates in the ceremony on the basis of their honorary degree of "Rector Emeritus".

Article 46

Medals and Awards

- (1) On behalf of the university, the Rector awards medals and awards in recognition of, in particular
 - a) merits for the development of the university, its position and prestige in the Czech Republic and abroad;
 - b) significant work at the university;
 - c) contributions to the development of higher education and learning;
 - d) activities in areas related to the university's focus.
- (2) The following university medals are awarded:
 - a) Medal of Merit for the University of Pardubice;
 - b) Commemorative Medal of the University of Pardubice.

The rules for awarding these medals are set out in the university's internal regulations.

- (3) As an award for exceptional results achieved by a student during their studies at the university, the Rector awards the Rector's Student Award of the University of Pardubice. The rules for awarding this prize are set by the university's internal regulations.

Part X

TRANSITIONAL AND FINAL PROVISIONS

Article 47

Repealing Provisions, Effectiveness

- (1) The Statutes of the University of Pardubice, registered by the Ministry on 20 December 2016, under ref. no. MSMT-38440/2016, as amended by subsequent registered changes, are hereby repealed.
- (2) These Statutes were approved by the Senate on 24 June 2025, pursuant to Section 9(1)(b)(3) of the Higher Education Act.
- (3) These Statutes shall enter into force pursuant to Section 36(4) of the Higher Education Act on the date of registration by the Ministry.
- (4) These statutes shall take effect on 1 September 2025.

Prof. Ing. Libor Čapek, Ph.D.

Rector

Appendix No. 1 to the Statutes of the University of Pardubice – Fees for Studying a Programme in a Foreign Language

Table 1: Fees pursuant to Article 16(1)(a)

	Undergraduate	Postgraduate	Ph.D.
DFJP	CZK 10,000	CZK 10,000	CZK 1,000
FEI	CZK 10,000	CZK 10,000	CZK 3,000
FES	CZK 10,000	CZK 10,000	CZK 3,000
FF	CZK 1,000	CZK 1,000	0.00
FChT	CZK 75,000	CZK 10,000	CZK 3,000
FR	---	---	---
FZS	---	---	---

Table 2: Fees pursuant to Article 16(1)(b)

	Undergraduate	Postgraduate	Ph.D.
DFJP	CZK 100,000	CZK 100,000	---
FEI	CZK 100,000	CZK 100,000	---
FES	CZK 55,000	CZK 25,000	CZK 35,000 + 12×DoStuP ⁽¹⁾
FF	CZK 45,000	CZK 45,000	---
FChT	CZK 125,000	CZK 125,000	---
FR	---	---	---
FZS	---	---	---

¹⁾ DoStuP = doctoral study income according to the Higher Education Act