

Ministry of Education, Youth and Sports registered in accordance with 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 Scholarship Regulations of the University of Pardubice on the date of signing the registration.

Mgr. Vojtěch Tomášek

Director of the Department of Higher Education Institutions

**SCHOLARSHIP REGULATIONS
OF THE
UNIVERSITY OF PARDUBICE
DATED 1 SEPTEMBER 2025**

Article 1

Introductory Provisions

The Scholarship Regulations of the University of Pardubice (the “Scholarship Regulations”) are issued 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 (hereinafter the “Higher Education Act”).

Article 2

Financial Resources for the Provision of Scholarships, Scholarship Recipients

- (1) The financial resources for the payment of scholarships at the University of Pardubice (the “University”) are:
 - a) the scholarship fund or other own resources of the University;
 - b) state budget funds provided to the University in the form of subsidies or contributions under the Higher Education Act;
 - c) funds concentrated in the National Fund or other public funds provided to the University under other legal regulations or within the framework of the implementation of an international treaty to which the Czech Republic is bound.
- (2) Scholarships may be awarded to:
 - a) university students;
 - b) university graduates who met the conditions for their award during their studies, in the case of scholarships pursuant to S 91(2)(a) and (b) of the Higher Education Act;
 - c) university graduates, participants in lifelong learning at the university, academic staff, and other university employees, in the case of scholarships pursuant to S 91(2)(f) of the Higher Education Act, provided that the conditions for funding under S 91(3) of the Higher Education Act are met.

Article 3

Types of Scholarships

- (1) University students may be awarded the following scholarships from the financial resources referred to in Article 2 hereof and in accordance with S 91 of the Higher Education Act:
- a) scholarship for outstanding academic results;
 - b) scholarship for outstanding research, development and innovation, artistic or other creative achievements contributing to the advancement of knowledge;
 - c) scholarship for research, development, and innovation activities pursuant to other legal regulations¹;
 - d) scholarship in the event of a difficult social situation;
 - e) social scholarship in accordance with S 91(5) of the Higher Education Act;
 - f) accommodation scholarship;
 - g) scholarship in cases of special consideration;
 - h) scholarship to support studies, creative activities, educational activities, or practical internships carried out as part of European Union programmes or other multilateral or bilateral international programmes or projects;
 - i) scholarship for students in full-time doctoral study programmes (“doctoral scholarship” pursuant to Section 91a(2) of the Higher Education Act);
 - j) doctoral scholarships in other cases pursuant to Section 91a(8) of the Higher Education Act;
 - k) scholarship to support mobility.

Article 4

Scholarship for Outstanding Academic Results

- (1) A scholarship for outstanding academic results may be awarded on the basis of:
- a) the academic results of students in the so-called “decisive period” (“merit scholarship”). The decisive period is the academic year immediately preceding the academic year for which the merit scholarship is awarded. For first-year students of a follow-up master’s degree programme, the decisive period is considered to be the last academic year of study in the bachelor’s degree programme immediately preceding the master’s degree programme.
 - b) proposal by the Rector or Dean for exceptional academic results.
- (2) A merit scholarship may be awarded to a student who simultaneously meets the following conditions:

¹ Act No. 130/2002 Sb., on support for research, experimental development and innovation from public funds and on amendments to certain related acts (Act on Support for Research, Experimental Development and Innovation), as amended.

- a) they are studying and, during the decisive period, studied in the full-time form of a bachelor's or master's degree programme;
 - b) they are studying within the standard period of study;
 - c) their studies were not interrupted during the decisive period;
 - d) has completed all enrolled courses in the decisive period;
 - e) they have earned at least 55 credits for their studies during the decisive period in accordance with Article 5(4)(a) of the Study and Examination Regulations of the University of Pardubice. The credit limit of 55 credits shall be reduced by the sum of credits from subjects that the student was unable to complete due to objective external causes and which were cancelled in accordance with Article 5(7) of the Study and Examination Regulations of the University of Pardubice;
 - f) the weighted average of all graded subjects in the decisive period is lower than or equal to 1.50.
- (3) The merit scholarship is awarded in two levels:
- a) for a weighted average of 1.00 to 1.20;
 - b) for a weighted average of 1.21 to 1.50.
- (4) Merit scholarships are only awarded to a limited number of students. The number of students who will be awarded a merit scholarship is determined for each academic year by the Rector as a percentage of the total number of students enrolled in full-time bachelor's and master's study programmes, excluding students coming for short-term study stays, as of 31 October, uniformly for the entire university. The number of students eligible for a merit scholarship at individual faculties is determined by a specified percentage of students enrolled in full-time bachelor's and master's study programmes as of 31 October at each faculty separately. The ranking of students is determined in ascending order according to the weighted average achieved for the decisive period, separately for students in bachelor's study programmes and separately for students in master's study programmes. If the number of students with the same weighted average exceeds the specified percentage, the merit scholarship is awarded to all students with the same weighted average in accordance with Article 7(11) of the Study and Examination Regulations of the University of Pardubice.
- (5) The merit scholarship is awarded for a scholarship period that is the same as the academic year and is paid in regular monthly instalments.
- (6) If the conditions for the award of a scholarship under paragraph 1(a) are met in several specialisations of a single study programme, the student is awarded a scholarship for excellent academic results in the given academic year only once.

Article 5

Accommodation Scholarship

- (1) An accommodation scholarship may be awarded to a student who:
- a) is a student of a bachelor's, master's, or doctoral study programme in full-time form of study;
 - b) is studying in the first study programme or in a follow-up study programme, or has transferred from one study programme to another and their previous studies have been recognised; in the case of concurrent study programmes, the student is awarded a

maximum of one scholarship, namely in the study programme in which they were enrolled earlier; when determining the first study programme, studies that were enrolled and completed in any calendar year between 1 May and 30 October are not taken into account;

- c) has not exceeded the standard period of study in any of the concurrent study programmes;
 - d) does not have permanent residence in the district of Pardubice or in a municipality listed in Annex 1.
- (2) The accommodation scholarship cannot be awarded to a student who is a student of the university within the framework of short-term study stays.
 - (3) If a student is enrolled in a study programme that is permanently taught at a university workplace located outside the Pardubice district, the provisions of paragraph 1(d) apply to the award of an accommodation scholarship for the district where the university is located and for the municipalities listed in Annex 1.
 - (4) The basis for granting accommodation scholarships to students is the data obtained from the Collected Information of Student Register ("SIMS") and from the University Study Agenda Information System (hereinafter referred to as "IS/STAG").
 - (5) An accommodation scholarship may be awarded to a student from the calendar month in which they enter a valid domestic bank account via the IS/STAG web interface. The accommodation scholarship is awarded for a scholarship period that is the same as the academic year and is paid in regular monthly instalments. The student is entitled to the accommodation scholarship until the month preceding the month in which they complete the standard period of study.

Article 6

Social Scholarship

- (1) A social scholarship is awarded to students who are entitled to a child allowance under a special legal regulation² (the "allowance"), under the conditions and in the amount specified in S 91(5) of the Higher Education Act.
- (2) Students shall prove their entitlement to a social scholarship by submitting an application for a social scholarship to the study department of the faculty where they are enrolled. The student shall attach to the application a statutory declaration that they have not applied for a scholarship at another higher education institution and a written confirmation of the allowance issued by the state social support authority that granted the allowance.
- (3) The confirmation for the purposes of granting a social scholarship under Article 3(e) is valid for 11 months from the end of the quarter for which the family's income was determined. After the confirmation expires, the student is required to submit a new application.
- (4) The social scholarship is granted for the standard duration of the currently studied study programme for ten months in the academic year in which the student meets the conditions for the scholarship; the scholarship is not granted for the months of July and August. The social scholarship is paid in regular monthly instalments.

Article 7

² Act No. 117/1995 Sb., on State Social Support, as amended.

Mobility Support Scholarship

- (1) The Rector or Dean may, upon request or ex officio, award:
 - a) a scholarship to support study abroad;
 - b) a scholarship to support study in the Czech Republic.
- (2) A mobility support scholarship may also be awarded to graduates of a study programme in accordance with S 91(3) of the Higher Education Act.
- (3) Under the conditions of S 91(8) of the Higher Education Act, the scholarship may be awarded based on a contract concluded with the scholarship recipient; in this case, no administrative proceedings are conducted to award the scholarship.

Article 8

Doctoral Study Income and Doctoral Scholarship

- (1) In accordance with S 91a of the Higher Education Act, doctoral study income is understood to be the sum of:
 - a) the monthly amount of the doctoral scholarship awarded by the faculty to a student of its doctoral study programme;
 - b) the monthly amount of the salary agreed, determined, or specified for the work in which the student performs creative activities related to the creation of their dissertation as an employee of the university;
 - c) the monthly amount of the wage or salary agreed, determined, or specified for work in which the student performs creative activities related to the creation of their dissertation as an employee of a legal entity with which the university has concluded a cooperation agreement.
- (2) In order for the monthly wage or salary referred to in paragraph 1(b) and (c) hereof to be included in the doctoral study income, the predominant type of work and content of the student's job description must be creative activity related to the creation of their dissertation in a specific doctoral study programme. If only part of the job description is related to the creation of the dissertation, the job description must clearly state what percentage of the employee's work is related to the creation of their dissertation, i.e., what part of the salary is creditable to doctoral study income according to paragraph 1(b) or (c).
- (3) A student is entitled to a doctoral scholarship in the amount specified in Section 91a(3) of the Higher Education Act during their first study in a doctoral study programme, if it is a full-time study programme of standard duration.
- (4) If a student is studying concurrently in more than one doctoral study programme in which they meet the conditions for the award of a doctoral scholarship, they are entitled to apply for a doctoral scholarship in the study programme in which they were enrolled earlier. If an accepted applicant enrolls on the same day in more than one doctoral study programme in which they meet the conditions for the award of a doctoral scholarship, they may only apply for a doctoral scholarship for the same period in one of these study programmes, which they themselves determine.
- (5) The doctoral scholarship procedure begins upon delivery of the student's application to the university. Together with the application for a doctoral scholarship, the student submits a sworn statement that this is their first doctoral study, or what doctoral study programme they have

already completed and to what extent. The procedure may also be initiated ex officio in the case of a reduction, increase, or withdrawal of a doctoral scholarship.

- (6) The doctoral scholarship is awarded for a scholarship period that is identical to the academic year or part thereof, if the student is enrolled in the programme during the academic year, but for at least one calendar month. The doctoral scholarship is paid in regular monthly instalments.
- (7) A doctoral scholarship that has already been awarded may be reduced or withdrawn if the student's doctoral study income exceeds the amount specified in S 91a(3) of the Higher Education Act.
- (8) A doctoral scholarship may not be awarded, reduced or withdrawn, even below the level specified in S 91a(3) of the Higher Education Act, in the case of a student who seriously or particularly seriously fails to fulfil the study obligations arising from their individual study plan under the Study and Examination Regulations of the University of Pardubice in accordance with paragraph 12.
- (9) The Dean of the faculty at which the relevant study programme is carried out decides on the doctoral scholarship.
- (10) The student is entitled to a doctoral scholarship within one month preceding the month in which they fulfilled the conditions under paragraph 11.
- (11) The entitlement to a doctoral scholarship expires on the date of:
 - a) the beginning of the interruption of studies;
 - b) the end of studies;
 - c) the standard period of study is exceeded;
 - d) change of study form to combined;
 - e) specified in the decision on the withdrawal of the scholarship, which has become final.
- (12) At the proposal of the guarantor of the study programme or the subject advisory board and in accordance with Article 11(9) of the Study and Examination Regulations of the University of Pardubice, the doctoral scholarship may be
 - a) reduced to half the amount specified in S 91a(3) of the Higher Education Act (rounded up to the nearest ten CZK) if, during the academic year, it is found that the student is seriously failing to fulfil the obligations arising from their individual study plan, until the end of the given academic year. Similarly, a doctoral scholarship may be awarded in the amount of half of the amount specified in S 91a(3) of the Higher Education Act if, during the annual study review at the end of the previous academic year, it was found that the student had seriously failed to fulfil the obligations arising from their individual study plan;
 - b) revoked if, during the academic year, it is found that the student has failed to fulfil the obligations arising from the individual study plan in a particularly serious manner and the student's studies are not terminated for this reason by the end of the academic year. Similarly, a doctoral scholarship may not be awarded if, during the annual study review at the end of the previous academic year, it was found that the student failed to fulfil the obligations arising from their individual study plan in a particularly serious manner.
- (13) After the doctoral scholarship has been denied, reduced, or withdrawn, the student may reapply for an increase or award for the following academic year.
- (14) A doctoral scholarship in the amount determined according to the rules set out in the faculty's internal regulations will also be awarded to students in the full-time form of the doctoral study programme who do not meet the condition of first-time study in the doctoral study programme,

provided that they do not exceed the standard period of study in the doctoral study programme at the university, taking into account all possible unsuccessful doctoral studies at the university in both full-time and part-time forms. This scholarship is not subject to S 91a of the Higher Education Act or the provisions of paragraphs 1 to 13 of this article.

Article 9

Decisions on Scholarships, Scholarship Amounts, and Scholarship Payments

- (1) In proceedings under these scholarship rules, where these scholarship rules or the Higher Education Act do not contain specific provisions, the procedure shall be governed by Act No. 500/2004 Sb., the Code of Administrative Procedure, as amended.
- (2) The Rector or Dean shall decide on the award of scholarships on the basis of a student's application or ex officio. Details of the student's application or the proposal of the responsible person and the rules for awarding scholarships for individual types of scholarships shall be laid down in the university's internal regulations.
- (3) Decisions on scholarships are governed by S 68 of the Higher Education Act.
- (4) The amount of the merit scholarship at the individual levels specified in Article 4(3) and the percentage of students to whom this scholarship may be awarded shall be determined by the Rector, usually before the start of the winter semester examination period of the decisive period. After the Rector's announcement takes effect, the amount of the merit scholarship may only be adjusted in exceptional circumstances.
- (5) The amount of the accommodation scholarship is determined by the Rector, taking into account the contribution that the university receives from the ministry and the number of students who are eligible for and awarded the accommodation scholarship.
- (6) The scholarship is usually paid in Czech korunas (CZK).
- (7) The scholarship may be paid:
 - a) as a lump sum;
 - b) in the form of regular monthly payments/instalments.
- (8) Scholarships paid in regular instalments are usually paid to the student retroactively for the previous month. In justified cases, the payment may be made retroactively for several previous months.
- (9) If a student receiving a scholarship paid on a regular monthly basis begins their studies during the scholarship period, they are entitled to the scholarship from the month in which they became a student at the university. If a student terminates or interrupts their studies during the scholarship period, they are entitled to the scholarship until the month preceding the month in which they ceased to be a student.
- (10) Scholarship payments are made by bank transfer. For the purpose of cashless scholarship payments, students are required to enter their current valid domestic bank account details via the IS/STAG web interface. If the student does not enter their bank details in IS/STAG, or enters invalid bank details, this will be considered an obstacle to the payment of the scholarship and the scholarship will not be paid, with the exception of social scholarships under Article 6.
- (11) An exception to cashless scholarship payments is made for foreign students coming to the university to study as part of short-term study stays. These students are paid their scholarships in cash at the university cash desk.
- (12) Details on the procedure for awarding and paying scholarships are set out in the university's internal regulations.

Article 10

Common Provisions

- (1) Students are required to provide truthful information in their scholarship applications.
- (2) If proceedings are being conducted against the student for the enforcement of a decision pursuant to Act No. 99/1963 Sb., the Civil Procedure Code, as amended, in the form of deductions from wages and other income, which also include scholarships, or if enforcement proceedings are being conducted against them in this manner pursuant to Act No. 120/2001 Sb., on Judicial Executors and Enforcement Activities (Enforcement Code) and on Amendments to Other Acts, as amended, they are obliged to report these facts. Similarly, they are obliged to report that insolvency proceedings are being conducted against the student pursuant to Act No. 182/2006 Sb., on Bankruptcy and Methods of its Resolution (Insolvency Act), as amended. If they fail to do so, for the purposes of scholarship payments, it shall be assumed that no enforcement proceedings in the form of deductions from wages or other income, or enforcement proceedings, or insolvency proceedings are being conducted against them.
- (3) The student is obliged to immediately inform the study department of the faculty at which they are enrolled of all facts and changes relevant to the payment of the scholarship, no later than 15 days from the moment such a fact occurred.
- (4) The student is obliged to return the scholarship paid on the basis of incorrect information provided by the student to the university as unjustifiably obtained funds, including related costs.
- (5) A scholarship that has been paid to a student without the student being entitled to it must be returned in full by the student without delay.

Article 11

Transitional and Final Provisions

- (1) The Scholarship Regulations of the University of Pardubice, registered by the Ministry on 7 December 2020, under ref. no. MSMT-44805/2020-2, as amended by subsequent registered changes, are hereby repealed.
- (2) These Scholarship Regulations were approved by the Academic Senate of the University on 24 June 2025, pursuant to Section 9(1)(b)(3) of the Act.
- (3) These scholarship regulations shall enter into force pursuant to Section 36(4) of the Act on the date of registration by the Ministry.
- (4) These scholarship regulations shall take effect on 1 September 2025.

Prof. Ing. Libor Čapek, Ph.D.

Rector

Appendix No. 1 to the Scholarship Regulations of the University of Pardubice

List of municipalities located outside the district where the university or its constituent part is located, to which the accommodation scholarship does not apply in the case of a student's permanent residence

Location of the university or its constituent parts	
PARDUBICE – Pardubice district	LITOMYŠL – Svitavy district
Bořice	Česká Třebová
Bylany	České Heřmanice
Dobříkov u Chocně	Džbánov
Dřenice	Hrušová
Heřmanův Městec	Choceň
Hradec Králové	Němčice
Hrochův Týnec	Nové Hradky
Choceň	Proseč
Chrudim	Semanín
Klešice	Slatina
Kolín	Sloupnice
Medlešice	Tisová
Praskačka	Vlčkov
Presy/Chrudim	Vysoké Mýto
Předměřice n. Labem	
Rozhovice	
Slatiňany	
Sruby	
Starý Kolín	
Třebřichy	
Tuněchody	
Týnec n. Labem	
Uhřetice	
Vejvanovice	
Záboří n. Labem	