

**CHARLES UNIVERSITY
FACULTY OF MEDICINE IN HRADEC KRÁLOVÉ**

**RULES FOR AWARDING SCHOLARSHIPS AND BURSARIES
AT THE FACULTY OF MEDICINE IN HRADEC KRÁLOVÉ**

Under sections 27 (1) (b) and 33 (2) (f) of Act No. 111/1998 Sb., to regulate higher education institutions and to change and amend other laws (the Higher Education Act), as amended, and under Article 20 of the Constitution of the Faculty of Medicine of Charles University in Hradec Králové, as amended, and in compliance with the Scholarship and Bursary Rules of Charles University, as amended, the Academic Senate of the Faculty of Medicine in Hradec Králové has adopted the following Rules for Awarding Scholarships and Bursaries at the Faculty of Medicine in Hradec Králové as an internal regulation of the Faculty.

**Article 1
Introductory Provision**

These Rules for Awarding of Scholarships and Bursaries at the Faculty of Medicine in Hradec Králové (“the Rules for Awarding Scholarships and Bursaries”) set out the conditions for the awarding of scholarships and bursaries at the Faculty of Medicine in Hradec Králové (“the Faculty in compliance with the Scholarship and Bursary Rules of Charles University (“the University Scholarship and Bursary Rules”).

**Article 2
Scholarship for Outstanding Academic Achievement**

(under Article 4 (1), (2), (4) and (5) of the University Scholarship and Bursary Rules)

1. A scholarship for outstanding academic achievement (“the Academic Achievement Scholarship”) is awarded to at least 10% of students of the Faculty by 31st October of the academic year that follows the unit of study in which a student’s entitlement to be awarded the scholarship arose.
2. The Academic Achievement Scholarship is awarded to students with the best average grade achieved. The calculation of the best average grade achieved in the relevant unit of study is done in the following way: the aggregate of all grades received in subjects completed with an exam (including those graded as “failed” (“neprospěl/a”) and all grades from resits) is divided by the number of attempts made. The result is rounded off to two decimal points. Recognised exam results from the previous unit of study are not included in the average grade achieved.

3. The Academic Achievement Scholarship may be awarded to students who fulfilled all study obligations prescribed by the curriculum in the previous unit of study, who acquired at least the normal number of credits in the credit system (Article 3 of the Rules of Study at the Faculty of Medicine in Hradec Králové), and who at the same time achieved the prescribed average grade.
4. Upon consideration by the Academic Senate of the Faculty of Medicine in Hradec Králové (“the Academic Senate”), the Dean will determine, in a Dean’s measure, the conditions for awarding the scholarship and lump sum payment thereof in the relevant academic year (the necessary average grade achieved, the amount of scholarship, the pay-out date), and he will also determine the procedure should it be necessary to increase the number of students who will be awarded and paid the scholarships so that the requirements stipulated in the University Scholarship and Bursary Rules are satisfied.
5. Students who follow individual curricula and whose studies spread over a period exceeding the academic year may be awarded the Academic Achievement Scholarship upon completion of the curriculum requirements set for the given unit of study.
6. The scholarship cannot be awarded and paid to a student if he is subject to an obstacle listed in Article 13 of the University Scholarship and Bursary Rules which prevents this.

Article 3

Scholarship for Outstanding RDI (Research, Development, and Innovation), Artistic, or Other Creative Achievement Contributing to Greater Knowledge

(under Article 5 (1) of the University Scholarship and Bursary Rules)

1. A scholarship for outstanding RDI, artistic, or other creative achievement contributing to greater knowledge may be awarded, in compliance with the conditions set out in the Scholarship and Bursary Rules, to students who:
 - a) have published outstanding results from their own research;
 - b) have represented the Faculty in the field of science and research;
 - c) have achieved an outstanding result without support from a grant.

Article 4

Scholarship for RDI (Research, Development, and Innovation) Activities in Accordance with Special Legislation

(under Article (1) of the University Scholarship and Bursary Rules)

A scholarship for RDI activities in accordance with special legislation¹ may be awarded, in compliance with the University Scholarship and Bursary Rules, to students who participate in specific research, research outlines, research centres, and activities connected with the solving of projects and projects funded by grants.

Article 5

Bursaries in Cases Worthy of Special Consideration

(under Article 9 (1) and (2) of the University Scholarship and Bursary Rules)

1. Bursaries in cases worthy of special consideration may be awarded in compliance with conditions set out in the Scholarship and Bursary Rules to students particularly for:
 - a) representation of the Faculty at student scholarly conferences;
 - b) laudable citizen acts;
 - c) representation of the Faculty at events intended for the public;
 - d) representation of the Faculty in professional international internships;
 - e) representation of the Faculty in the field of sports and culture.
2. The Dean may award a scholarship in the form of a special prize:
 - a) **The Dean's Prize for a student in a bachelor programme of study**
in the amount of CZK 6,000 is usually awarded to the best student in the final year of study. The conditions for awarding the Prize are as follows:
 1. achieving the best average grade among all graduating students;
 2. being graded as "excellent" ("výborně") in the state final examination;
 3. achieving the grade "excellent" ("výborně") for the bachelor thesis.
 - b) **The Dean's Prize for students in master's programmes of study**
in the amount of CZK 10,000 for each student is usually awarded to two best students in the final year of study (one in the General Medicine programme, one in the Dentistry programme). The conditions for awarding the Prize are as follows:
 1. achieving the best average grade among all graduating students;
 2. being graded as "excellent" ("výborně") in all parts of the state rigorosum examination;
 3. participating in student scholarly activities (supporting criterion).
 - c) **The Fingerland Prize**
in the amount of CZK 5,000 is awarded for the best work in morphological fields of study published in the previous calendar year the first author of which is a student in either a master's or doctoral programme of study at the Faculty. Proposals for the awarding of the Prize are filed either by students or supervisors no later than on 31st January. The proposal for the awarding of the Prize must be accompanied by the

¹ Act No. 130/2002 Sb., to Support Research, Experimental Development and Innovation from Public Funds, and to Amend Certain Related Acts (the Act to Support Research, Experimental Development and Innovation), as amended.

work *in extenso* (or, as the case may be, with the text of the work along with a certificate acknowledging that it has been accepted for publication).

d) **The Procházka Prize**

in the amount of CZK 5,000 is awarded for the best work in surgical fields of study published in the previous calendar year the first author of which is a student in either a master's or doctoral programme of study at the Faculty. Proposals for the award of the Prize are filed either by students or supervisors no later than on 31st January. The proposal for the awarding of the Prize must be accompanied by the work *in extenso* (or, as the case may be, with the text of the work along with a certificate acknowledging that it has been accepted for publication).

e) **The Blecha Prize**

in the amount of CZK 5,000 is awarded for a significant deed in the field of nursing to students of the Nursing bachelor's programme of study at the Faculty. Applicants submit proposals for the awarding of the Prize to the Dean no later than on 31st January. The application for the Prize must be accompanied by a publication *in extenso* (or, as the case may be, with the text of the paper along with a certificate acknowledging that it has been accepted for publication), or with the acknowledgment of a presentation at an international conference dedicated to nursing, or with documented implementation of new nursing methods in health care practice and the verification thereof via research.

Article 6

Bursary to Support Study Abroad

(under Article 10 of the University Scholarship and Bursary Rules)

A bursary to support study abroad may be awarded in compliance with conditions set out in the University Scholarship and Bursary Rules to students who have participated in a study stay abroad as a part of their study obligations within the framework of the study at the Faculty.

Article 7

Doctoral Bursary

(under Article 12 of the University Scholarship and Bursary Rules)

1. When determining the amount of the doctoral bursaries for individual years of study, the Dean will take into account the amount of the subsidy allotted for doctoral bursaries and of the number of students enrolled in a full-time form of doctoral study.
2. In the first year of study, the range of the amount of doctoral bursary in full-time study and in all programmes of study is determined in compliance with the University Scholarship and Bursary Rules.
3. In the second and subsequent years of full-time study, the doctoral bursary consists of two components: the basic amount and a bonus. The range of the basic amount is

determined in compliance with the University Scholarship and Bursary Rules. The amount of the bonus depends on the results of the regular assessment of a student in the previous period of study. If the assessment under Article 10 (8) (a) of the Code of Study and Examination of Charles University is achieved, the bonus is CZK 2,000; if the assessment under Article 10 (8) (b) of said regulation is achieved, the bonus is CZK 1,000.

4. The exact basic amount within the ranges referred to is determined by the Dean, following an opinion given by the Academic Senate.
5. Upon the successful passing of the state doctoral examination, the basic amount of the bursary ascertained under sections 2 and 3 is increased by CZK 2,000 per month, as of the calendar month following the month in which the state doctoral examination was successfully passed.
6. Upon the re-registration for study after an interruption thereof, the bursary will be paid out in the amount of the basic amount for the relevant year of study.

Article 8

Scholarships and Bursaries Paid from Other Sources

(under Article 13 (7) (b) and to Article 15 of the University Scholarship and Bursary Rules)

1. The scholarships and bursaries listed in Article 3 (1) of the University Scholarship and Bursary Rules may partly or fully paid from other sources.
2. The Josephine Napravilová Prize is awarded annually from the J. Napravilová Foundation as a financial reward to the most successful student in the General Medicine programme of study in two categories:
 - a) the best first-year student in the master's programme of study;
 - b) the best final-year student in the master's programme of study.The awarding of the Prize is decided on by the Dean upon a proposal from the Vice-Deans for study and after consideration by the Dean's Board.
3. Obstacles to the granting of scholarships and bursaries under Article 13 of the University Scholarship and Bursary Rules apply to scholarships and bursaries paid from other sources under Article 15 of the University Scholarship and Bursary Rules.

Article 9

Common Provisions

1. A member of the Dean's Board may submit a proposal that a scholarship/bursary under Article 3 and Article 5 be awarded.
2. A student may apply for a scholarship/bursary under Article (3) (a) and (c), Article 5 (1) (a), (b), (c) and (e). Applications are submitted to the Student Registry of the Faculty.
3. A student may further apply for a scholarship/bursary under Article 3 (1) (b), Article 4, Article 5 (1) (d), and Article 6. The applications are submitted to the Grants and International Division.

4. The proposals and applications are assessed by the Dean's Board. The awarding of a scholarship/bursary and its amount is decided by the Dean.
5. Neither an application nor a proposal needs to be submitted for the purpose of the granting of a scholarship/bursary under Article 2 and Article 7. The scholarships/bursaries are always paid when the prescribed requirements are satisfied.
6. The date of payment of the bursary under Article 7 is the day in a month that follows the date on which all materials decisive for the awarding of the scholarship have been collected, unless otherwise determined by the Dean.
7. The scholarship under Article 2 is paid as a lump sum by 30th May of the calendar year that follows the awarding of the scholarship.
8. The date of payment of scholarships/bursaries under Articles 4, 5, and 6 is either the twelfth or twentieth day of the calendar month in which the decision on awarding of scholarship became legally effective.
9. The payment of scholarships and bursaries is made by cashless transfer to a student's bank account. A different mode of payment may be used upon a written application by a student. The application is decided on by the Dean, in compliance with Article 3 (3) of the University Scholarship and Bursary Rules.
10. A student will provide the Faculty with his bank account number via the Student Information System for the purpose of scholarship/bursary payment. Should the bank account number change, the student is obliged to immediately notify the faculty thereof, be it in writing or via the Student Information System.

Article 10 Transitional Provision

The proceedings started before the legal effect of these Rules will be completed under these Rules.

Article 11 Final Provisions

1. The Rules for Awarding of Scholarships and Bursaries at the Faculty of Medicine in Hradec Králové, approved by the Academic Senate of Charles University on 3rd December 2010, are hereby repealed.
2. These Rules were approved by the Academic Senate of the Faculty of Medicine in Hradec Králové on 29th May 2017.
3. These Rules were approved by the Academic Senate of Charles University on
4. These Rules come into force on the date of approval by the Academic Senate of Charles University and become effective on the first day of the 2017-2018 academic year.

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