

**Collection of Decisions and Ordinances of
the Dean of the Faculty of Theology (FT) at USB**

Number: 272/2019

České Budějovice, 30 September 2019

ORDINANCE OF THE DEAN

on THE Scholarship for Students of Doctoral Degree Programmes

1. Basic Scholarship

- a) The amount of the basic scholarship is CZK 11,250 per month for students of full-time Doctoral Degree Programmes (hereinafter DDP).
- b) The basic scholarship is paid for 11 months a year (October to August) to students of the first year of DDP, and 12 months for students of subsequent years (September to August) for the standard length of the study.
- c) Allocation of the basic scholarship is subject to assessment of the student's performance in the DDP. If the student's effort is deemed insufficient, the Evaluation Committee may reduce the basic scholarship to only CZK 3,750 per month. The amount of the scholarship is calculated in accordance with the Ordinance of the Dean of FT at USB. The Evaluation Committee consisting of at least 3 members of the Subject Area Board evaluates doctoral students on the basis of the "Report on the Study Outcomes and Work of Doctoral Students at FT".
- d) The basic scholarship will not be granted if the student fails to submit a "Report on the Study Outcomes and Work of Doctoral Students at FT" within the specified deadline.
- e) In the case of long-term failure to meet study obligations for internal PhD students, the Evaluation Committee may recommend the student switch from full-time to part-time study.

2. Full-time DDP students may be awarded an extraordinary/premium scholarship.

- a) The extraordinary/premium scholarship is awarded by the Dean's decision. The monthly payment of this scholarship is set at the same amount for the periods of October-March and April-September.
- b) The proposed amount of the monthly extraordinary/premium scholarship is submitted to the Dean by the chairman of the DDP Subject Area Board twice a year – by 20 September (October-March) and by 20 March (April-September), after it has been discussed by a committee established for this purpose. The committee decides on the amount of the scholarship on the basis of the "Report on the Study Outcomes and Work

of Doctoral Students at FT", which each DDP student is obliged to submit to their Study Administrator by 1 September (March-August) and by 1 March (September-February) for each year of their study.

c) The monthly amount of the extraordinary/premium scholarship follows the instruction of the Dean of FT at USB.

d) In deciding the extraordinary/premium scholarship, the "Report on Study Outcomes of the Doctoral Students at the FT" including the DDP student's report on the fulfilment of the study plan, active participation in conferences, teaching activities at FT, and participation in grant and other activities of the Department is taken into account. The amount of the scholarship is calculated in accordance with instructions and a table set by the Dean of FT at USB. The table is completed by the Evaluation Committee on the basis of the "Report on Study Outcomes of the Doctoral Students at the FT". This Dean-appointed Evaluation Committee consists of at least 3 members of the DDP Subject Area Board. The Evaluation Committee is chaired by the Guarantor of the relevant Doctoral Degree Programme.

e) A student will not be awarded the extraordinary / premium scholarship if they do not submit the "Report on the Study Outcomes and Work of Doctoral Students at FT" within the deadline.

f) If the student is employed by FT, only the activities carried out on top of their job description are taken into account.

3. Awarding other types of scholarship is regulated by the Study and Examination Code of the University of South Bohemia in České Budějovice.

4. Payment dates of basic and extraordinary/premium scholarships.

a) The payment date of scholarships for DDP students is set as the 10th day of the given month. If the 10th of the month falls on a non-working day, the payment date is the first following business day.

b) Payment of scholarships is made by electronic transfer to the student's personal account, held at a monetary institution and registered in the STAG system.

5. Activities of DDP students

a) The Evaluation Committee compares the information provided in the doctoral students' report with their activities and awards points accordingly.

b) DDP students submit their list of activities at the beginning of each academic year, according to the instructions of the study administrator. They compile it in cooperation with their supervisor and the Head of the Department where the PhD supervisor works.

c) The activities of the doctoral student include:

- Fulfilling the study plan for the given academic year,
- Administrative obligations of a doctoral student at the department,
- Teaching obligations of a doctoral student at the department,
- Research and publication duties of the doctoral student.

6. Final regulations

- a) This ordinance repeals the Dean's ordinance No 261/2017 of 6 December 2017 and the Amendment 1.
- b) This ordinance comes into effect on 30 September 2019.

Assoc. Prof. ThDr. Rudolf Svoboda, ThD

Dean of FT at USB