

## DEAN'S DECISION NO. 49 / 2021

### Methodology to Regulate Special Scholarships and Standard Remuneration Procedures in Study Programs with English as the Language of Instruction

Date issues: November 16, 2021

Effective as of: June 30, 2022

Pages: 2

Annexes: 0

#### ARTICLE 1 SUBJECT AND DEFINITIONS

1. The Methodology sets out the rules for granting special (i.e., distinguished) scholarships to students enrolled in an accredited doctoral study program delivered in English at the Faculty of Electrical Engineering and Communication, Brno University of Technology (hereinafter referred to as the FEEC BUT), and it also sets forth the rules and procedures for remunerating foreign academics and/or industry experts that participate as instructors or lecturers in Bachelor's, Master's, or doctoral study programs.
2. Within the meaning of the Methodology, students shall mean individuals who, on the date relevant for their eligibility to be awarded a scholarship, actively attend courses at the FEEC BUT and whose studies have not been interrupted or terminated.
3. No scholarship shall be granted to a student that has outstanding financial obligations to the FEEC BUT.

#### ARTICLE 2 SPECIAL SCHOLARSHIP TERMS AND CONDITIONS

1. The maximum amount available through a special scholarship shall be EUR 1,500/year.
2. A scholarship shall be granted in a single installment, the relevant period being an academic year.
3. Students pursuing a doctoral study program may receive a scholarship for exceptional creative efforts.
4. The application for a scholarship shall be submitted by the student's supervisor within the following deadlines:
  - by 30 October in case of continuation of studies in the following academic year, or
  - no later than 10 days before the dissertation defence date.The Vice-Dean for Creative Activity, shall consider the applicant's eligibility.
5. During a relevant period, an eligible student shall be entitled to a scholarship within only one study track.

6. Special scholarships are funded from the Faculty's scholarship budget.

### ARTICLE 3 REMUNERATION POLICY

1. Remuneration shall be paid to foreign academics and/or industry experts who pursue one or more of the following specific activities:
  - lecturing in courses with English as the language of instruction (EUR 1,000 for a five-day set of lectures);
  - reviewing Bachelor's<sup>1</sup>, Master's<sup>2</sup>, and Ph.D.<sup>3</sup> theses (a review report = EUR 50<sup>1,2</sup> or EUR 100<sup>3</sup>);
  - participating in final examinations (EUR 350 to 500, depending on the country of origin);
  - participating in final examinations *and* delivering a multi-day set of lectures (EUR 1,200).
2. Within the meaning of this Methodology, no remuneration shall be paid to a foreign academic whose home university has partnered the FEEC BUT to implement a joint/double degree study program, as the activities outlined in Art. 3 (1) are assumed to be already covered by such a program.
3. The terms "foreign academics" and "industry experts" as used herein shall not apply to lecturers and/or instructors from the Slovak Republic.
4. The payment of a remuneration shall be made upon a prior proposal submitted to the Dean's Secretary's Office by the guarantor of the relevant English language-based study program, the submission deadlines being as follows:
  - July 31 of the given calendar year, in activities performed between September 1 and December 31;
  - November 30 of the previous calendar year, in activities performed between January 1 and August 31 of the given calendar year.

Any and all such proposals must indicate the name and surname of the foreign academic and/or industry expert, names of the home institution and country, duration and type of the planned activity, and study program concerned.

5. The remuneration scheme shall be funded from the tuition fees that are collected within the study programs delivered in English.
6. In any case where the amount of requests for remuneration exceeds the funds available, reductions or disallowances may apply, pursuant to decision of the Dean.

### ARTICLE 4 FINAL PROVISIONS

This internal regulation shall become effective on the day indicated in the heading.

Prof. Vladimír Aubrecht, signed  
Dean of the Faculty