

**Date of issue:** 18. 9. 2023

**Person responsible for content:** doc. Ing. Vítězslav Máša, Ph.D., Vice-Dean FSI

**Effective:** 18. 9. 2023

**Valid for:** Faculty of Mechanical Engineering, Brno University of Technology

**Previous version:** Directive of the Dean No. 6/2022

**Complements:** -

**Pages:** 4

**Attachments:** -

**Distribution list:** Office for Studies, System Integrator

## **DIRECTIVE OF THE DEAN No. 4/2023**

### **Terms and conditions for awarding a merit scholarship in the academic year 2023/2024**

A student in a full-time and combined form of study in a Bachelor's or follow-up Master's Degree Programmes at FSI, who achieved excellent study results in the previous academic year or in a specified stage of study, will be awarded a merit scholarship (Article 3 of the BUT Scholarship and Bursary Regulations). The merit scholarship is awarded on the basis of the achieved weighted study average (Article 15 of the BUT Study and Examination Regulations).

On the basis of Art. 3 of the BUT Scholarship and Bursary Regulations, I hereby declare the following terms and conditions for awarding a merit scholarship at FSI.

#### **Terms and Conditions for Awarding a Merit Scholarship in a Bachelor's Degree Programme**

1. In the entire academic year, the merit scholarship is awarded to a student **in a Bachelor's Degree Programme** who complies with all of the conditions a) to f) below:
  - a) student gained at least 50 credits for compulsory and elective courses that were not recognized from previous studies in the previous academic year as part of the full-time form of study at BUT or at another university,
  - b) student completed all enrolled compulsory and elective courses in the previous academic year,
  - c) in the previous academic year, the student achieved the weighted study average set out in par. 2,

- d) student has not exceeded the standard length of studies given by the study programme as of the date of submission of the scholarship application; the period of previous unsuccessful studies is taken into account in accord with the Higher Education Act,
  - e) in the event that the student studies a degree programme within the last year of a Bachelor's Degree Programme, they have gained at least 50 credits for actively completed compulsory and elective courses in the year of their studies and at the same time they have achieved a weighted grade average of no more than 1.80,
  - f) student submitted an application for a merit scholarship in the first two weeks of the winter semester of the academic year. In case the Studis information system ("Scholarships" tab) identifies fulfilment of the conditions a) to e), the application shall be submitted exclusively in electronic form (by pressing the "*Submit Application for Merit Scholarship*" button). Students who have achieved excellent study results at a university other than BUT proceed according to par. 9.
2. The amount of the merit scholarship for students **in a Bachelor's Degree Programme** is divided into four bands according to the weighted study average rounded to two decimal places:

<b>Band</b>	<b>Weighted study average</b>	<b>Amount paid monthly</b>
1	1.00 – 1.05	CZK 4,500
2	1.06 – 1.10	CZK 3,000
3	1.11 – 1.30	CZK 2,100
4	1.31 – 1.40	CZK 1,500

### **Terms and Conditions for Awarding a Merit Scholarship in a Follow-up Master's Degree Programme**

3. In the entire academic year, the merit scholarship is awarded to a student in a **follow-up Master's Degree Programme** who simultaneously meets the following conditions a) to f):
- a) student gained at least 50 credits for compulsory and elective courses that were not recognized from previous studies in the previous academic year as part of the full-time form of study at BUT or at another university,
  - b) student successfully completed all enrolled compulsory and elective courses in the previous academic year,
  - c) Student achieved in the previous academic year the weighted study average set out in par. 4,
  - d) Student has not exceeded the standard length of studies given by the degree programme on the date of submission of the scholarship or bursary application; the period of previous unsuccessful studies according to the Higher Education Act is taken into account,
  - e) in the event that the student studies a degree programme in the last year of a follow-up Master's degree programme, they acquired at least 50 credits in the last year of

successfully completed Bachelor's studies for actively completed compulsory and elective courses and at the same time they achieved a weighted study average of no more than 1,50,

- f) student submitted an application for a merit scholarship in the first two weeks of the winter semester of the academic year. In the event that the Studis information system ("Scholarships" tab) evaluates the fulfilment of conditions a) to e), the application is submitted only electronically (by pressing the "*Submit an application for a merit scholarship*" button). Students who have achieved excellent study results at a university other than BUT proceed according to par. 9.
4. The amount of the merit scholarship for students in the follow-up **Master's Degree Programme** is divided into four bands according to the weighted study average rounded to two decimal numbers:

<b>Band</b>	<b>Weighted study average</b>	<b>Amount paid monthly</b>
1.	1.00	CZK 4,500
2.	1.01 – 1.05	CZK 3,000
3.	1.06 – 1.10	CZK 2,100
4.	1.11 – 1.0	CZK 1,500

### Common provisions

5. For the calculation of the scholarship, completed studies or ongoing studies in which the student submits an application for a merit scholarship are decisive. Decisive studies do not include other ongoing or interrupted studies.
6. Merit scholarship according to par. 1 or 3 is paid for the duration of the academic year. Entitlement to the payment of the merit scholarship arises in the following months:
- September to August (i.e. 12 instalments),
  - September to June (i.e. 10 instalments) when studying in the last year of the standard length of study.

Merit scholarships will be paid in the form of a transfer to the student's bank account, always no later than on the 15th day of the calendar month in which the entitlement to the scholarship payment arises, with the exception of September. For this month, the scholarship in question will be paid on the October payment date.

7. The payment of merit scholarships may be suspended (according to Article 3 of the BUT Scholarship and Bursary Regulations) if:
- a) the student interrupted their studies or their studies were terminated,
  - b) it has been found that the student does not fulfil their study obligations,
  - c) the decision to impose a sanction for a disciplinary offense has become final,
  - d) the student has exceeded the standard length of study in a given degree programme; The period of previous unsuccessful studies is taken into account in accord with the Higher Education Act.

If any of the decisive events a) to d) occur by the 10th calendar day of the month inclusive, the scholarship will not be paid in that month.

If any of the decisive events a) to d) occurs after the 10th calendar day of the month, the scholarship will not be paid starting from the following month.

8. Merit scholarships cannot be awarded to students who are already graduates of a follow-up Master's Degree Programme and to students of a Bachelor's Degree Programme who are already graduates of a Bachelor's Degree Programme.
9. A student who has obtained decisive study results necessary for the award of a merit scholarship at another university submits an application for a merit scholarship in writing to their Officer for Studies (the pre-filled form can be printed from the Studis information system). Together with the application for a merit scholarship, the student submits a document of this fact, confirmed by the school at which he or she completed the relevant studies.
10. Exceptions to the above rules can be in justified cases permitted by the Dean.

This Directive shall enter into force on the date indicated in its title.

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Assoc. prof. Ing. Jiří Hlinka, Ph.D.

FME Dean