Concise information on the rules of granting and payment of PhD scholarships and some other types of bursaries at the Faculty of Science (academic year 2022/2023)

Granting of scholarships and payment of bursaries is provided, above all, by the Scholarship and Bursary Rules of Charles University (thereinafter “Rules”), The Rules for Awarding Scholarships and Bursaries at the Faculty of Science and (https://cuni.cz/UKEN-1053.html#23) relevant Dean’s Orders.

1. A doctoral scholarship is granted to all students in the full-time form of PhD study programmes; the provision of Article 13 of the Rules.

2. Payment of the bursary is cashless, on the student’s account kept in Czech crowns at a branch of a bank on the territory of the Czech Republic.

   ● For this purpose, the student is obliged to enter the details of his/her banking connection in the information system (SIS). Correctness and update of the bank account number given in SIS for the payment of the student’s bursaries is entirely the student’s responsibility. The student enters the actual account number to the module Personal data.
   ● The Faculty is not liable for any damage due to any faulty bank account number entry by the student.
   ● The student is obliged to use only one bank account for payments of all types of bursaries.

3. Scholarships that have been paid without authorization must be returned by students to the bank account of the faculty.

4. Scholarships are paid retrospectively. Email notifications with decisions on receiving scholarships are sent to students before they receive their scholarships. A scholarship can only be paid if a decision is final. A decision becomes final after 30 days or by waiving the right to appeal. To enable scholarships to be paid in the nearest pay period, it is necessary that a student clicks on the "Waiver of the right to appeal" in SIS.

   If a student does not click on "Waiver of the right to appeal", he/she will receive the scholarship during the next pay period cycle in the following calendar month when the decision becomes final.

Payment orders are processed from the bank account of the Faculty of Science, Charles University, to the bank accounts of the students on 16th calendar day of each month at the latest.

If the day of the payment is a bank holiday, the bursaries will be paid on the next following workday. Payment means the placing of the bank payment order.

5. A detailed survey of amounts and types of bursaries paid can be found by the Student in SIS, in the module Scholarships.

6. The decision on granting the scholarship is ready to be collected by the student at the Department of the Student Affairs. It is possible to apply for appellation of this Decision, within the period of 30 days following the delivery, addressing the Rector of Charles University via the Dean of the Faculty of Science.

7. The amount of the doctoral bursary at the Faculty of Science in the 1st, year, the 2nd, 3rd or 4th year of study is CZK 10,500. After successful passing of State Doctoral Examination the bursary will be increased by CZK 2,000 – so the final amount will be CZK 12,500. The student will receive the increased amount automatically from the next month after passing the state exam.

8. Further types of Scholarships are listed in the Rules (there are for example Scholarship for Outstanding Research, Development, and Innovation, Artistic, or Other Creative Achievement Contributing to Greater Knowledge)

9. Scholarships for STARS students are granted according to Dean’s Order Nr. 2/2019.

11. A scholarship cannot be granted or a bursary paid to a student unless he/she meets the requirements provided in Article 13 of the Regulations or exceeds the limits specified by the Regulations.

12. The student is obliged to give true data in the application for scholarship and to inform the Department of Student Affairs of the Faculty of Science in writing about any changes in facts relevant to granting or payment of scholarships or bursaries not later than in 10 days after such a change occurs.