

Code:	SŘ/06/2026	
Ref. No.:	UTB/26/045465	
Document classification:	INTERNAL	
Category:	UNI DIRECTOR'S DIRECTIVE	
Title:	Directive of the University Institute Supplementing the Scholarship Regulations of Tomas Bata University in Zlín	
Liability:	University Institute	
Issue date:	June 12, 2026	Version: 01
Effective from:	September 1, 2026	
Issued by:	Director of UNI following prior approval by the TBU AS	
Prepared by:	UNI Deputy Director for Creative Activities	
In cooperation with:		
Pages:	6	
Appendices:	0	
Distribution list:	UNI staff and students in degree programmes carried out directly by Tomas Bata University in Zlín together with the University Institute	
Signature of the authorized person:	prof. Ing. Michal Sedlačík, Ph.D., m.p.	

PART ONE

BASIC PROVISIONS

Article 1

Introductory provisions

Regarding Paragraph (1) of the Scholarship Regulations of Tomas Bata University in Zlín (hereinafter referred to as "TBU"):

The University Institute of Tomas Bata University in Zlín (hereinafter referred to as "UNI") issues this internal regulation in accordance with Article 4, Paragraph 1 of the UNI Statute as a supplement to the Scholarship Regulations of Tomas Bata University in Zlín (hereinafter referred to as "TBU SR"), which is in compliance with § 17 Paragraph 1 Letter h) of Act No. 111/1998 Coll., on Higher Education Institutions and on Alterations and Amendments to Other Acts (Higher Education Act), as amended, (hereinafter referred to as the "Act"), an internal regulation of TBU. This internal UNI regulation specifies and supplements the rules for scholarship eligibility as regards students in degree programmes carried out directly by TBU together with the constituent part (hereinafter referred to as "UNI"). The individual articles of this directive are numbered according to the articles

of the TBU SR that they supplement. If a given article of the TBU SR is not listed, the directive does not supplement it. This Directive, pursuant to Article 1 Paragraph 3 of the TBU SR and in conjunction with § 9 Paragraph 1 Letter b) Clause 3 of the Act, is approved by the TBU Academic Senate (hereinafter referred to as the "TBU AS").

Article 2 Eligibility for scholarships

Regarding Paragraph (2) of the TBU SR:

The decision to award a scholarship is made by the UNI Director (hereinafter referred to as the "Director").

Regarding Paragraph (3) of the TBU SR:

- (1) The Director decides on the award of an extraordinary scholarship on the recommendation of the UNI Scholarship Board.
- (2) Proposals for the award of scholarships shall be submitted electronically to the UNI Office for Educational and Study Affairs, which will subsequently forward them to the UNI Scholarship Board.

PART THREE SCHOLARSHIPS INTENDED FOR STUDENTS IN DOCTORAL PROGRAMMES

Article 5 Doctoral study income and doctoral scholarship

Regarding Paragraph (1) of the TBU SR:

- (1) The amount of the doctoral scholarship depends on the extent to which a student enrolled in a doctoral programme (hereinafter referred to as the "doctoral student") fulfils their study and scientific research activities.

Regarding Paragraph (2) of the TBU SR:

- (1) Applications for a doctoral scholarship are submitted by the doctoral student as soon as possible after commencing their studies in the first year and subsequently no later than one month before the beginning of the following academic year via the IS/STAG portal (My Studies – My Data – Student Scholarships – Doctoral Scholarship).

Regarding Paragraph (4) of the TBU SR:

- (1) Following approval of the application by the Director, the scholarship shall be paid in regular monthly instalments, usually by the 10th day of the month following the month for which the payment is due. The scholarship shall be paid by bank transfer to the student's account specified in IS/STAG.

Regarding Paragraph (10) of the TBU SR :

- (1) In the cases referred to in Article 5, Paragraph 10 of the TBU SR, the Director is entitled, upon the supervisor's proposal and after consultation with the Doctoral Programme Board, to increase the doctoral scholarship.

Regarding Paragraph (12) of the TBU SR:

- (1) If a doctoral student fails to fulfil the study obligations or scientific research activities arising from the Individual Study Plan (hereinafter referred to as the "ISP"), the scholarship may be reduced or, in cases of serious non-fulfilment, withdrawn in full.

Article 6 Extraordinary scholarship

Regarding Paragraph (1) Letters a) and b) of the TBU SR:

If the progress in fulfilling the obligations arising from the ISP and in creative activities significantly exceeds the plan set out in the ISP, the supervisor may, in accordance with the TBU SR, propose to the Director of UNI that an extraordinary scholarship be awarded to the doctoral student.

Regarding Paragraph (6) of the TBU SR:

- (1) Members of the UNI Scholarship Board shall be appointed and dismissed by the Director following consultation with the TBU AS.

- (2) Meetings of the UNI Scholarship Board shall be convened by its Chair at least one week in advance, preferably in electronic form. The Chair shall also preside over the respective meeting of the UNI Scholarship Board. The assessment carried out by the UNI Scholarship Board must be impartial; therefore, if any member of the UNI Scholarship Board is the supervisor or consultant of the doctoral student under assessment, such member shall not participate in the voting. If the Chair of the UNI Scholarship Board is in such a position, their duties shall be assumed by the UNI financial manager.
- (3) The UNI Scholarship Board consists of five members and usually meets once a month.
- (4) The UNI Scholarship Board has a quorum if at least half of all its members are present.
- (5) An application or proposal for the award of a scholarship shall be approved if a majority of the members of the UNI Scholarship Committee present vote in favour of it.
- (6) The UNI Scholarship Board may also decide on an application or proposal for the award of a scholarship outside a meeting by means of a per rollam vote. Per rollam voting shall be conducted by means of remote communication, specifically via university e-mail. A proposal shall be adopted if a majority of all members of the UNI Scholarship Board vote in favour of it within the time limit specified in the request for per rollam voting sent by the Chair of the UNI Scholarship Board to the members of the UNI Scholarship Board.
- (7) The UNI Scholarship Board is entitled to reject the proposal or approve it only partially and recommend a reduction in the proposed scholarship amount. In cases deserving special consideration, the UNI Scholarship Board is entitled to propose an appropriate increase in the scholarship.

Regarding Paragraph (7) of the TBU SR:

Extraordinary scholarships awarded as support to students within internal projects (e.g. IGA projects, etc.) shall be approved as a one-off award for the entire project period. Individual monthly payments of the exceptional scholarship shall not be subject to approval by the UNI Scholarship Board.

PART FOUR

JOINT SCHOLARSHIPS

Article 7

Accommodation scholarship

(No additional provisions)

Article 8

Need-based scholarship

(No additional provisions)

Article 9

Research scholarship

(No additional provisions)

Article 10

Scholarships awarded in cases deserving special consideration

Regarding Paragraph (1) of the TBU SR:

- (1) The decision on the award of a scholarship shall be made by the Director based on the recommendation of the UNI Scholarship Board. The Director grants a financial award to a doctoral student, in particular in connection with their contribution to the development of UNI and to its standing and reputation in the Czech Republic and abroad.
- (2) Scholarships in cases deserving special consideration may also be awarded on the initiative of the Director, Deputy Directors of UNI, or the Director of a UNI centre. A proposal for the award of such a scholarship submitted to the UNI Scholarship Board for consideration must include a detailed justification.
- (3) In exceptional and duly justified cases, the Director may decide on the award of a scholarship without prior consideration by the UNI Scholarship Board. In such cases, the Director shall promptly inform the UNI Scholarship Board of their decision.

Article 11

Other cases of scholarship eligibility

(No additional provisions)

PART FIVE
COMMON AND FINAL PROVISIONS

Article 12
Common provisions

(No additional provisions)

Article 13
Transitional and final provisions

- (1) Article 5 of this Directive applies only to students admitted after 1 September 2025.
- (2) This internal regulation was approved by the TBU AS on 2 June 2026.
- (3) This internal regulation shall enter into force and become effective on 1 September 2026.

Date	Version	Modified by	Description of change
07. 04. 2026	01	Director of UNI	Document created