

Statutes of the Faculty of Economics and Administration of Masaryk University

(as amended and effective from 5 June 2023)

Part One Introductory Provisions

Article 1

- (1) The Faculty of Economics and Administration (hereinafter referred to as "the Faculty") is a part of Masaryk University (hereinafter referred to as "the University" or "MU"). The Faculty was established for teaching and research activities in the field of economic sciences.
- (2) Name of the Faculty: Faculty of Economics and Administration Masaryk University.
- (3) In international relations, the faculty uses either the full name in Czech or the full name in English: "Masaryk University, Faculty of Economics and Administration", or the full name in French: "Université Masaryk, Faculté d'Economie et d'Administration", or the full name in German: „Masaryk Universität, Fakultät für Wirtschafts-und Verwaltungswissenschaften“.
- (4) The basic task of the faculty is to provide higher economic education on the basis of creative scientific research.
- (5) The Faculty was established by a resolution of the Academic Senate of Masaryk University in Brno on 26 November 1990.
- (6) The faculty is located in Brno, Lipová 41a.

Article 2

- (1) The Faculty is a self-governing part of the University as a public university. It independently and freely carries out educational and related scientific and research, development and innovation, artistic or other creative activities (hereinafter referred to as "creative activities") and related activities and creates conditions for these activities.
- (2) The scope of self-government of the Faculty and its relations to the University are defined by Act No. 111/1998 Coll, on higher education, as amended (hereinafter referred to as "the Act"), the MU Statutes and these Statutes.
- (3) All academic rights and freedoms within the meaning of Section 4 of the Act and Article 2 of the MU Statutes are guaranteed at the Faculty.

Article 3

- (1) The Faculty is not a legal entity. The head of the Faculty is the Dean, who acts and decides in the affairs of the faculty, unless otherwise provided by law or the MU Statutes. The Faculty acts and decides on behalf of the University in matters specified in Section 24 of the Act, as amended. Faculty bodies also act on behalf of the University to the extent provided for in Article 15 of the MU Statutes.

Part Two

Activities of the Faculty

Article 4

Educational Activities

- (1) The Faculty carries out educational activities in all forms of study in the following accredited study programmes:
 - a) Bachelor study programmes,
 - b) Master's degree programmes,
 - c) Doctoral study programmes.
- (2) In addition, the Faculty carries out outside the framework of accredited study programmes:
 - a) study of individual subjects for students of other faculties of the University and other universities,
 - b) lifelong learning and education in an internationally recognized course within the meaning of Sections 60 and 60a of the Act and Article 31 of the MU Statutes.
- (3) Educational activities in an accredited study programme are carried out by the faculty in accordance with the study plans.
- (4) The Faculty provides higher education and proposes to the university that it:
 - a) confer the academic degree of "Bachelor" (abbreviated "B.Sc." in front of the name) to graduates of Bachelor's degree programmes,
 - b) confer the academic degree of "Engineer" (abbreviated "Ing." in front of the name) to graduates of Master's degree programmes,
 - c) confer the academic degree of 'Doctor' (abbreviated 'Ph.D.', after the name) to graduates of Doctoral programmes.

Article 5

Creative activity and foreign relations

- (1) An integral part of the workload of every academic, scientific, research and development worker of the Faculty is creative activity as a prerequisite for pedagogical activity, while respecting the principles of ethics of scientific work.
- (2) The basis for the development of creative activities is the focus of the departments, which is also based on contacts with foreign workplaces and participation in joint international projects.
- (3) The Faculty creates conditions for foreign contacts, supports active activities of academic staff, scientific, research and development workers and students at workplaces at home and abroad, including the publication of the results of creative activities.

Article 6

Additional activities

- (1) In connection with the fulfillment of its basic task, the Faculty carries out complementary and other activities, in particular:
 - a) consultancy and expert activities,
 - b) educational and research activities,
 - c) editorial activities.

Part Three Organization of the Faculty

Article 7 Units of the Faculty

- (1) The Faculty is divided into units, which are:
 - a) Departments,
 - b) Divisions of Education,
 - c) Purpose-built facilities,
 - d) the Dean's office.
- (2) The establishment, merger, amalgamation, division or abolition of departments, divisions of education and purpose-built facilities of a faculty shall be decided upon by the Academic Senate on the proposal of the Dean.
- (3) Purpose-built facilities and the Dean's Office may be subdivided into divisions and other units established by the head of the unit with the approval of the Dean. The Head of Division is responsible for the performance of his/her duties to the Head of the Unit. The Head of the Division is appointed by the Head of the Unit with the approval of the Dean.
- (4) The Faculty also has a unit with university-wide competence:
 - a) MU Language Learning Center Division.

Article 8 Departments

- (1) The Department is the basic organizational unit for the management and development of pedagogical and scientific activities. Departments that provide teaching and research activities in more than one discipline may be divided into sections.
- (2) The following departments are established at the Faculty:
 - a) Department of Economics,
 - b) Department of Finance,
 - c) Department of Business Management,
 - d) Department of Public Economics,
 - e) Department of Regional Economics.

Article 9 Composition of the Department

- (1) The Department consists of:
 - a) Academic staff, i.e. professors, associate professors, special professors, professional assistants, assistants, lecturers and scientific, research and development staff,
 - b) other staff.
- (2) The following may also work at a Department:
 - a) Practitioners and trainees,

- b) students of Doctoral programmes,
- c) other undergraduate students, especially as members of research teams,
- d) other experts in the field of education, research and development (visiting professors, foreign lecturers and others).

Article 10
Head of Department

- (1) The Head of the Department is appointed on the basis of a selection procedure and in accordance with the provisions of Section 24 of the Act appointed by the Dean, in particular from among professors and associate professors The term of office of the Head of the Department is four years and ends upon expiry, dismissal, resignation or termination of employment at the Faculty The same person may hold the position of Head of Department for a maximum of two consecutive terms.
- (2) Heads of Department shall submit proposals to the Dean concerning, in particular:
 - a) the activities and organization of the Department and the Faculty within the meaning of Articles 4, 5, 6 and 7,
 - b) the material and financial security of these activities,
 - c) the staffing of these activities, including the personnel, salary and qualification matters of the Department's staff (Article 9, paragraph 1), external teachers and students (paragraph 2 of the same Article),
 - d) the organization of the Department.
- (3) The Head of the Department shall be represented by a deputy designated by the Head of the Department, to the extent determined by him/her, in his/her absence in all matters which cannot be postponed. The Head of the Department shall inform the Dean of the appointment of the deputy.

Article 11
Divisions of Education

- (1) The Faculty has the following divisions of education:
 - a) Division of Legal Education
 - b) Division of Applied Mathematics and Computer Science
- (2) The status and scope of the Division of Education are determined by the Organizational Regulations of the ESF MU.

Article 12
Purpose-built facilities

- (1) The faculty operates purpose-built facilities in accordance with the current Organizational Regulations of the ESF MU.

Part Four Faculty self-government

Article 13

Bodies of academic self-government

- (1) The self-governing academic bodies of the Faculty are:
 - a) Academic Senate of the Faculty,
 - b) Dean,
 - c) Scientific Board of the Faculty,
 - d) Faculty Disciplinary Committee.
- (2) The academic officers are the Dean and the Vice-Deans.

Article 14

Academic community of the faculty

- (1) The academic community of the Faculty is a self-governing community consisting of:
 - a) academic staff working at the Faculty,
 - b) students enrolled at the Faculty.
- (2) Each member of the Faculty's academic community enjoys the academic rights and freedoms specified in Section 4 of the Act, Article 2 of the MU Statutes and Article 2, paragraph 3 of these Statutes. The academic community of the Faculty is the common and integral guarantor of the freedoms and rights of each member. At the same time, it is the duty of all members of the academic community to defend and develop these freedoms and rights.
- (3) Each member of the academic community is obliged to abide by the law and other generally binding regulations, the MU Statutes, other internal regulations and other MU regulations, these Statutes, as well as the internal regulations and other regulations of the Faculty.
- (4) The Dean or the Chairman of the Academic Senate of the Faculty has the right to convene an assembly of the academic community. The academic community meets at least once a year. At the annual meeting of the academic community, the Chairman of the Academic Senate of the Faculty and the Dean shall present the annual report on the activities of the Academic Senate and the state of the Faculty.
- (5) Each member of the academic community shall have the right of interpellation in relation to the academic bodies of the Faculty.

Article 15

Academic Senate of the Faculty

- (1) The Academic Senate of the Faculty (hereinafter referred to as the "Academic Senate") is the representative of the academic community, the highest self-governing representative body of the Faculty and the guarantee of academic freedoms at the Faculty.
- (2) The Academic Senate is composed of elected representatives of the academic community. Membership of the Academic Senate is an honorary position and is incompatible with the office of Rector, Vice-Rector, Bursar, Dean, Vice-Dean, Faculty Bursar and Director of a unit of the University. The Academic Senate has 17 members, 6 of whom are students.

- (3) The Academic Senate may establish permanent or temporary committees from among its members or from other members of the academic community. The chair of the committee is always a member of the Academic Senate.
- (4) Elections to the Academic Senate are direct and are conducted by secret ballot in accordance with the Election Rules of the Academic Senate of the Faculty, which is an internal regulation of the Faculty.
- (5) The term of office of each member of the Academic Senate is three years. Further details shall be laid down in the Electoral Regulations of the Academic Senate of the Faculty.
- (6) In its activities, the Academic Senate is governed by law, the MU Statutes, the Faculty Statutes, the Electoral Regulations of the Faculty Academic Senate and the Rules of Procedure of the Faculty Academic Senate, which constitute the internal regulations of the Faculty.

Article 16

Competence and authority of the Academic Senate

- (1) The Academic Senate shall in particular:
 - a) at the proposal of the Dean, decide on the establishment, merger, division or dissolution of Faculty units,
 - b) at the proposal of the Dean or, in the case of the Rules of Procedure of the Academic Senate of the Faculty, at the proposal of a member of the Academic Senate of the Faculty, on which the Academic Senate of the Faculty has requested the opinion of the Dean, approves draft internal regulations of the Faculty and submits them to the MU Academic Senate for approval through the Chairman of the MU Academic Senate,
 - c) approves the allocation of faculty funds submitted by the Dean and controls their use,
 - d) approves the annual activity report and the annual report on the Faculty's management submitted by the Dean,
 - e) approves the conditions for admission to study in the study programmes implemented at the Faculty,
 - f) gives prior approval to the Dean for the appointment and dismissal of members of the Scientific board of the Faculty and members of the Faculty's Disciplinary Committee,
 - g) decides on the proposal for the appointment of the Dean or proposes his/her removal from office,
 - h) approves the strategic plan for the educational and creative activities of the Faculty, drawn up in accordance with the University's strategic plan after discussion in the Scientific board of the Faculty, on the Dean's proposal.
- (2) The Academic Senate of the Faculty shall express its opinion in particular:
 - a) on proposals for study programmes implemented at the Faculty,
 - b) on the Dean's intention to appoint or dismiss Vice-Deans.

Article 17

Meetings of the Academic Senate

- (1) The rules of the Academic Senate are regulated in the Rules of Procedure of the Academic Senate of the Faculty, which is an internal regulation of the Faculty.

Article 18
Scientific board of the Faculty

- (1) Members of the Scientific board of the Faculty are appointed and dismissed by the Dean with the prior approval of the Academic Senate. At least one third of the members shall be persons other than members of the academic community of the University. The Dean shall be the chairman of the Scientific board of the Faculty.
- (2) The term of office of individual members of the Scientific board of the Faculty shall be a maximum of four years, beginning with the appointment of a member of the Scientific board of the Faculty by the Dean and ending at the latest at the same time as the term of office of the Dean who appointed the member of the Scientific board of the Faculty.
- (3) The members of the Scientific board of the Faculty are the Dean and prominent representatives of the disciplines in which the Faculty carries out educational and creative activities.
- (4) Scientific board of the Faculty:
 - a) discusses the draft strategic plan for the Faculty's educational and creative activities drawn up in accordance with the MU Strategic Plan and the draft annual plan for the implementation of the Faculty's strategic plan,
 - b) approves proposals for study programmes to be implemented at the faculty and, in accordance with Article 8, paragraph 1 of the MU Statutes,
 - c) proposes to the Rector the intention to submit an application for accreditation, extension of accreditation or extension of the period of validity of the accreditation of study programmes carried out at the Faculty,
 - d) proposes to the Rector the intention to submit an application for accreditation of the habilitation procedure and the procedure for appointment as professor, in the case of procedures carried out at the Faculty,
 - e) exercises competence in the habilitation procedure and the procedure for the appointment of professor.
- (5) The Scientific board of the Faculty shall express its opinion on other matters submitted to it by the Dean.
- (6) The Dean convenes and chairs meetings of the Scientific board of the Faculty at least once per semester. The Faculty Bursar attends the meetings of the Scientific board of the Faculty as a guest.
- (7) The manner of deliberation and quorum of the Scientific board of the Faculty is determined by the Rules of Procedure of the Scientific board of the Faculty which is its internal regulation.
- (8) Membership in the Scientific board of the Faculty expires in particular by expiry of the term of office, dismissal or resignation.

Article 19
Dean

- (1) The Faculty is headed by a dean who manages the Faculty and decides and acts on behalf of the University in matters concerning the Faculty in accordance with the law and the MU Statutes (cf. Section 24 of the Act and Article 15 of the MU Statutes). To this extent, he is authorized to issue other regulations of the Faculty as acts of management (Organizational Regulations, directives, instructions, measures) and methodological sheets. Representation in certain areas of management and administration of the Faculty may be delegated to the Vice-Deans and the Faculty Bursar. This delegation is made by written authorization. The Dean is accountable for his/her activities to the Academic Senate of the Faculty and, to the extent specified by the MU

Statutes, also to the Rector The position of Dean is incompatible with the position of Head of Department, Head of Division of Education and Head of a Purpose-built Facility.

- (2) The Dean is appointed and dismissed by the Rector of the University on the proposal of the Academic Senate of the Faculty. The Rector may dismiss a Dean at his or her own initiative, only after the prior opinion of the Academic Senate of the Faculty and with the consent of the Academic Senate of the University, if the Dean fails to perform his or her duties in a serious manner or seriously harms the interests of the University or the Faculty. The proposal for the appointment of a Dean shall be submitted by the Chairman of the Academic Senate of the Faculty to the Rector no later than one month before the end of the term of office of the respective dean. The Chairman of the Academic Senate of the Faculty shall notify the Rector of the University of the announcement of the election, the acceptance of candidates and the date of the meeting of the Academic Senate of the Faculty, the subject of which is the discussion and deliberation on the proposal for the appointment of the Dean, including the presentation of the candidates and their programme statements. He/she is entitled to attend the meeting. The term of office of the Dean is four years. The same person may hold the office of Dean at the Faculty for a maximum of two consecutive terms.
- (3) The Dean may appoint an advisory body.
- (4) Within the scope of the powers referred to in paragraph 1 of this Article, the Dean shall in particular:
 - a) appoint and dismiss Vice-Deans and the Faculty Bursar,
 - b) appoints and dismisses the heads of departments, divisions of education and purpose-built facilities,
 - c) appoints and dismisses, with the approval of the Academic Senate of the Faculty, members of the Scientific board of the Faculty and the Faculty Disciplinary Committee,
 - d) in accordance with the applicable legal regulations, decides on the employment relations of the Faculty's employees,
 - e) releases academic staff from their teaching duties at the proposal of the Head of Department and allows them to devote themselves only to scientific work,
 - f) submits a written report on the activities of the Faculty at least once a year to the assembly of the academic community,
 - g) is a member of the Scientific board of the Faculty and chairs it,
 - h) in accordance with the Disciplinary Regulations of the Faculty, decides in disciplinary proceedings,
 - i) may express disagreement with a resolution of the Academic Senate of the Faculty, in accordance with the Rules of Procedure of the Academic Senate of the Faculty,
 - j) may set up advisory committees, manage them or delegate their management to the relevant Vice-Dean or the Faculty Bursar,
 - k) propose to the Rector of the University the chairpersons of the examination boards for state final examinations and rigorosum examination boards and appoint their members, unless otherwise provided for by generally binding regulations.
- (5) The Dean further:
 - a) takes care of the development of the faculty management system and coordinates the activities of his/her Vice-Deans and the Faculty Bursar in this respect,
 - b) issues normative and governing acts within his/her competence,
 - c) may, on his/her own initiative, submit to the Academic Senate a draft of the Statutes of the Faculty, amendments thereto and draft annexes thereto,
 - d) submit to the Academic Senate a draft budget of the Faculty,

- e) submits the Faculty's study programmes to the Academic Senate for its opinion and to the Scientific board of the Faculty for approval,
 - f) in cooperation with the heads of Faculty units, takes care of the Faculty's personnel development,
 - g) concludes employment contracts and agreements on work performed outside the employment relationship with all Faculty employees in accordance with applicable legislation and determines the amount of their wages in accordance with the MU Internal Wage Regulations.
- (6) The following officials and heads of faculty units are under the direct management authority of the Dean:
- a) Vice-Deans in matters relating to the sections entrusted to them,
 - b) the Faculty Bursar,
 - c) heads of departments,
 - d) other heads of units determined by the Organizational Regulations.
- (7) To the Academic Senate of the Faculty and the Rector of the University, the Dean is responsible in particular for:
- a) compliance with legal regulations and internal regulations of the Faculty and the University,
 - b) the organization of educational and creative activities and for creating the conditions for these activities,
 - c) for the management of state budget funds, according to their intended purpose, as well as for the management of the Faculty's own financial resources and for the administration of the property managed by the Faculty.

Article 20 **Vice-Deans**

- (1) Vice-Deans are appointed and dismissed by the Dean after the opinion of the Academic Senate of the Faculty, who also decides on their number, focus and competences. The scope of their activities is defined by the Dean in the Organizational Regulations.
- (2) Vice-Deans represent the Dean in the activities assigned to them by the Organizational Regulations outside the activities exclusively reserved for the dean. They are responsible for their activities to the Dean.
- (3) Vice-Deans shall represent each other in the order determined by the Dean. In his/her absence, the Vice-Dean, designated by the dean, shall represent the dean fully in matters which cannot be postponed.
- (4) The post of Vice-Dean is incompatible with the post of Head of Department, Head of the Division of Education or Head of a purpose-built facility.

Article 21 **Faculty Disciplinary Committee**

- (1) Members of the Faculty Disciplinary Committee are appointed by the Dean from among the members of the academic community of the Faculty. Half of the members are students. The Faculty Disciplinary Committee elects and removes its chairperson from among its members.
- (2) The term of office of the members of the Faculty Disciplinary Committee shall be two years.

- (3) The Faculty Disciplinary Committee discusses disciplinary offenses of students enrolled at the Faculty and submits proposals for a decision to the Dean. Further details are regulated by the Disciplinary Regulations of the Faculty.

Part Five Faculty administration

Article 22 Faculty Bursar

- (1) The Faculty Bursar manages the management and internal administration of the Faculty within the scope set out in the Organizational Regulations of the ESF MU. The Faculty Bursar is responsible to the Dean for the economical use of the Faculty's financial resources in accordance with the approved budget.
- (2) The Faculty Bursar is appointed and dismissed by the Dean.
- (3) The Faculty Bursar is subordinate to the Dean, to whom he/she is responsible:
 - a) for his/her activities,
 - b) for the legality of the economic and administrative running of the Faculty.
- (4) The Faculty Bursar manages the staff of the Dean's Office and other employees in accordance with the Organizational Regulations.

Article 23 Dean's Office

- (1) The Dean's Office implements legal, administrative, personnel, material, logistical and financial support for all activities of the Faculty.
- (2) The scope of activities of the Dean's Office and its internal organization are regulated by the Organizational Regulations.

Part Six Academic staff

Article 24

- (1) Academic staff of the faculty are employees of the Faculty who perform both pedagogical and creative activities in an employment relationship according to the agreed type of work. Academic staff are obliged to uphold the good name of the Faculty and the University. Academic staff are professors, associate professors, assistant professors, special professors, assistants, lecturers and scientific, research and development staff.
- (2) Other experts may also participate in teaching on the basis of agreements on work performed outside the employment relationship.
- (3) Academic staff may be granted creative leave at their request, under the conditions laid down in the provisions of Section 76 of the Act.

Article 25
Associate Professors and Professors

- (1) The Rector appoints associate professors in a particular field of study on the basis of a habilitation procedure in which the scientific qualifications of the candidate are verified, in particular on the basis of the habilitation thesis and its defense and other scientific and professional works. In addition, his/her teaching competence is assessed on the basis of the evaluation of the habilitation lecture and teaching practice.
- (2) The President of the Republic appoints a professor in a particular field of study on the proposal of the Scientific board of the University submitted through the relevant Minister. The procedure for appointment as a professor is based on the pedagogical and scientific qualifications of the candidate who is a distinguished and recognized scientific personality in his/her field.
- (3) The habilitation procedure and the procedure for appointment as a professor at the Faculty are regulated by law in the provisions of Sections 72 to 75. The authorization to conduct habilitation or appointment as a professor in a given field is subject to accreditation by the National Accreditation Office for Higher Education pursuant to Section 82 of the Act. The list of accredited fields of study in which MU is authorized to conduct habilitation and professor appointment procedures is published in the public section of the faculty's website.
- (4) The Faculty shall publish in the public section of its website without delay the information on the commencement of the habilitation and professorship procedures and the dates of the relevant public meetings of the Scientific board of the Faculty. It shall also publish without delay information on the termination of these proceedings.
- (5) The Administrative Procedure Code shall not apply to habilitation and professorial appointment procedures.

Article 26
Visiting and Emeritus Professors

- (1) The status of visiting and emeritus professors is regulated in Articles 42 and 43 of the MU Statutes.

Article 27
Selection procedure

- (1) Academic staff positions at the Faculty are filled on the basis of a selection procedure. The announcement of this procedure must be published in the public section of the MU or faculty website at least 30 days before the application deadline. The selection procedure may be waived under the conditions laid down in Section 77 of the Act.
- (2) Selection procedures may also be held when recruiting professional or other faculty staff.
- (3) The selection procedure is regulated by the University's internal regulation "MU Selection Procedure Regulations".

Part Seven

Article 28
Other faculty staff

- (1) In addition to members of the academic community, the Faculty has other employees who participate in scientific, research, development or other creative activities or provide other professional, administrative and economic activities necessary for the fulfilment of the Faculty's mission.

- (2) These employees are in an employment relationship with the University, and the Faculty authorities have the right to decide or act on behalf of the University in the employment relationships of these employees in matters concerning the faculty.
- (3) The remuneration of these employees is governed by the "MU Internal Wage Regulations", which are internal regulations of the University.
- (4) The competence of these staff is determined by the Organizational Regulations or the statutes of the relevant special purpose vehicle.

Part Eight

Article 29 Study at the Faculty

- (1) Any citizen of the Czech Republic, as well as a citizen of another state or a stateless person, has the right to study at the Faculty under the conditions stipulated by law and the internal regulations of MU and the Faculty.

Article 30 Student

- (1) A student is a person enrolled in a study programme referred to in Article 4, paragraph 1.
- (2) The Faculty admits applicants who prove their eligibility to study by fulfilling the conditions for admission to study in the admission procedure. The conditions for the admission of applicants to study in the Bachelor's degree programme, Master's degree programme, continuing Master's degree programme and Doctoral degree programme are regulated by Sections 48 and 49 of the Act. The admission of applicants to study in these programmes is subject to the conditions approved by the Academic Senate and announced by the Dean within the time limit set by the Act for a given academic year. The Dean decides on admission in accordance with Section 50(2) of the Act.
- (3) An admitted applicant becomes a student on the date of enrolment in studies within the time limit set by the faculty (Section 51 of the Act).
- (4) A person whose studies have been interrupted in accordance with Section 54 of the Act becomes a student on the date of re-enrolment.
- (5) A person ceases to be a student on the date of graduation under sections 55(1) and 56(1) and (2) of the Act or interruption of studies under section 54 of the Act.

Article 31 Student's rights and obligations

- (1) The rights and obligations of students are set out in Sections 62 and 63 of the Act, the MU Statutes, the ESF Statutes and the internal regulations of MU (in particular the Study and Examination Regulations of Masaryk University) and the Faculty.
- (2) The consequences of a student's culpable violation of his/her obligations, as well as disciplinary offenses, are regulated by the provisions of Sections 64 to 67 of the Act. Details concerning in particular the nature and manner of hearing disciplinary offenses and the imposition of sanctions are regulated by the internal regulation "Disciplinary Regulations of the Faculty".
- (3) Decisions on the rights and obligations of a student, which are exhaustively defined in the provisions of Section 68(1) of the Act, shall be delivered in accordance with Article 36 of the MU

Statutes and shall contain a statement of reasons and an instruction on the possibility of submitting a request for review.

- (4) Decisions on the rights and obligations of students are governed by the provisions of Section 68 et seq. of the Act and the MU Statutes.

Article 32

Academic commendation

- (1) For particularly exemplary performance of academic duties, the Dean may, on his/her own initiative or on the proposal of the Academic Senate, the Vice-Dean or the Head of the Department, award an academic commendation to a student. The commendation may be accompanied by a monetary or in-kind award purchased from the Faculty's own funds.

Article 33

Study programme

- (1) The characteristics of the study programmes include their professional focus, highlighting their possible common parts and their mutual differences, and their focus either on the development of theory or on the application of mainly practical knowledge.
- (2) The study programme must be specified in accordance with Sections 12 and 12a of the Act and in accordance with the methodological guidelines of the National Accreditation Office for Higher Education and other MU internal regulations.
- (3) Accreditation of a study programme is granted by the MU Internal Evaluation Board or the National Accreditation Office for Higher Education on the basis of a written application from a faculty or MU. A list of accredited study programmes implemented at the Faculty, including their type, form of instruction and standard duration of study, is available in the public section of the Faculty's website.

Article 34

Admission to study

- (1) The Dean of the Faculty decides on the admission of an applicant to study on the basis of the result of the admission procedure for the relevant academic year.
- (2) The decision on admission must be made in writing within 30 days of verification of the conditions for admission to study, must include a statement of reasons and an instruction on the possibility of appeal, and must be delivered to the applicant in accordance with Section 69a of the Act and Article 27 of the MU Statutes.
- (3) The admissions policy is set before the procedure begins and cannot be changed until the procedure is completed. Applicants who do not meet the requirements of the admission procedure cannot be admitted to study.
- (4) The applicant has the right to consult the file only after the decision has been notified. The university may provide the applicant with a copy of the file in lieu of allowing the applicant to inspect the file.
- (5) The applicant may appeal the decision within 30 days of the date of notification. The administrative body responsible for the appeal is the Rector. The Rector reviews the conformity of the contested decision and the proceedings preceding the issuance of the decision with legal regulations, the internal regulations of Masaryk University and the Faculty, and with the conditions of admission to study set by Masaryk University or the Faculty.

Article 35
Course of study

- (1) The general requirements of the course of study from the receipt of a positive result of the admission procedure until its completion are regulated by law, and other conditions of the course of study are regulated by the MU Statutes, the MU Study and Examination Regulations and the internal regulations of the faculty.

Article 36
Study-related fees

- (1) The University shall set the fees for the admission procedure and for the study in accordance with the provisions of Section 58 of the Act, the fees associated with studies. Annex 2 to the MU Statutes, entitled "Study-related fees", sets out the rules for determining the amount of these fees, the due date, the form of payment and other conditions for their application.

Article 37
Conditions for admission to study of foreigners

- (1) The conditions for the admission of foreigners to study in the faculty's study programme must enable fulfilment of the obligations under Article 20, paragraphs 1 and 2 of the MU Statutes.
- (2) The conditions for admission to study programmes conducted in a foreign language may be set differently from the conditions for admission to programmes conducted in Czech. In doing so, the following principles must be respected:
 - a) the conditions of admission of foreigners coming to study under long-term (semester) international and European Union programmes will be set in such a way as to respect the conditions of the relevant programme,
 - b) the conditions of admission of students - foreigners who come to the Czech Republic within the framework of inter-university or inter-faculty agreements, as well as the conditions of this study will be determined in accordance with these agreements,
 - c) the conditions of admission of foreign students outside the cases referred to in paragraphs a) and b) shall be determined by the Dean after approval by the Academic Senate in such a way as to respect in particular the following objectives of the admission procedure:
 1. Ensure that the student has sufficient linguistic competence, i.e. the ability to study in the chosen language;
 2. ensure a sufficient level of general and/or vocational aptitude to study the chosen programme of study;
 3. assess the level of motivation of the student to study the chosen programme.
- (3) In accordance with Section 58, subsection 4 of the Act, the faculty is entitled to set study-related fees for foreign students studying in a Bachelor's, Master's or Doctoral study programme if the faculty conducts the study programme in a foreign language. The amount of the fee is set by the Dean of the Faculty in accordance with the provisions of Annex 2 of the MU Statutes.

Article 38
Lifelong learning and training in an internationally recognized course

- (1) As part of its educational activities, MU and its units provide free of charge or for a fee education in lifelong learning programmes pursuant to Section 60 of the Act or education in an internationally recognized course pursuant to Section 60a of the Act.

- (2) More detailed conditions are laid down in the MU Lifelong Learning Regulations as an internal regulation of MU (Section 17 (1) (k) of the Act), other internal regulations and other faculty regulations.
- (3) Education in a lifelong learning programme or in an internationally recognized course does not confer on its participants the legal status of a student under the Act.

Article 39

Delivery of documents to students

- (1) In proceedings under Section 50 of the Act, the decision must be served in accordance with Article 29 of the MU Statutes and Section 69a of the Act.
- (2) In proceedings under Section 68 of the Act, the decision must be served in accordance with Article 36 of the MU Statutes and Section 69a of the Act.

Part Nine

Management principles

Article 40

- (1) The Faculty manages financial and material resources independently in accordance with the law, other generally binding regulations and the internal regulations of the University.
- (2) The distribution of the Faculty's financial resources is approved by the Academic Senate of the Faculty on the proposal of the Dean.

Article 41

Disposal of property

- (1) The Faculty disposes of University property to the extent specified in Article 15, paragraph 4 and Article 48 of the MU Statutes.

Part Ten

Documents

Article 42

Activity evaluation and strategic plan

- (1) The Faculty is obliged to provide fully and truthfully all the data necessary for the preparation of the evaluation of the University's activities and for the preparation of the strategic plan, including its annual update, by the deadline set by the Rector of the University.
- (2) More detailed conditions of the Faculty's activities in connection with the provisions of paragraph 1 of this Article and in the preparation of the Faculty's strategic plan shall be determined by a measure of the Dean of the Faculty, as appropriate.

Article 43
Matriculation of students

- (1) Pursuant to Article 34, Paragraph 1 of the MU Statutes and Section 88, Paragraphs 2 to 4 of the Act, the University maintains a register of students, which is used to keep records of students and for budgetary and statistical purposes.
- (2) The register of students is kept at the faculty by the staff of the study department on the basis of a special mandate from the Dean (Article 34(2) of the MU Statutes).

Article 44
Scholarships

- (1) The principles for providing scholarships to University students in accordance with the law and Article 35 of the MU Statutes are set out in the internal regulations of the University called the Masaryk University Scholarship Regulations.

Article 45
Official Faculty board

- (1) The Faculty establishes an official board and a public part of its website. In accordance with the law and the MU Statutes, documents relating to the faculty or the university are posted there.

Part Eleven
Academic insignia and ceremonies

Article 46
Academic insignia

- (1) The external expression of the dignity, authority and responsibility of the academic officers of the Faculty and of the academic traditions are the academic insignia and gowns of the Faculty.
- (2) The insignia are the chains of the academic officers and the Faculty scepter.
- (3) The rules for the use of the Faculty's academic insignia and gowns and for the holding of academic ceremonies at the Faculty result from the provisions of Annex 4 to the MU Statutes "Rules Governing the Usage of Academic Insignia and Gowns and the Organisation of Academic Ceremonies at MU".

Article 47
Academic ceremonies

- (1) Academic ceremonies are matriculation and graduation. Matriculation is the solemn act of admitting a student to the academic community of the Faculty and MU. Graduation is a ceremonial act in which graduates are presented with a certificate of academic or academic-scientific degree on the occasion of the completion of their university studies.

Article 48
Oath

- (1) At matriculation, a student takes an oath.
The oath reads:

" I solemnly promise to faithfully perform all the duties of a student of the Faculty of Economics and Administration of Masaryk University. I promise to make every effort to achieve a high degree of professional knowledge and ability. In becoming a student of Masaryk University, I promise to strive to preserve and develop the good name of the University by my work and my conduct and to do nothing to damage its generally recognized respectability and esteem."

- (2) At Bachelor's, Master's and Doctoral graduation, the graduate takes the graduation oath. The oath reads:

a) at Bachelor and Master graduation

"I solemnly promise that after graduation I will remain faithful to the ideals of the humanities and to Masaryk University, where I received my university education. In all my future activities, I will keep in mind the development of scientific knowledge for the benefit of all mankind."

b) at the Doctoral graduation

"I promise to continue to develop the education I have received in the interest of truth, the advancement of scientific knowledge and humanistic ideals for the benefit of mankind, and to maintain the goodwill of the community of Masaryk University, which awards me the Doctoral degree."

Part Twelve

Transitional and final provisions

Article 49

Transitional provisions

- (1) Article 8(2) shall enter into force on 1 August 2023. Until 31 July 2023, the following departments shall be established:
- a) Department of Economics,
 - b) Department of Finance,
 - c) Department of Business Management,
 - d) Department of Public Economics,
 - e) Department of Regional Economics and Administration,
 - f) Department of Law,
 - g) Department of Applied Mathematics and Computer Science.
- (2) The four-year term of office of the Head of the Department under Article 10, paragraph 1, shall apply to terms of office commencing after the effective date of these Statutes. The term of office of the Head of Department commencing before the date of entry into force of these Statutes shall be five years.
- (3) Article 11 shall take effect on 1 August 2023.

Article 50

Final provisions

- (1) The internal regulations of the Faculty, in addition to these Statutes, are:
- a) Election Rules of the Academic Senate of the Faculty,
 - b) Rules of Procedure of the Academic Senate of the Faculty,

- c) Rules of Procedure of the Faculty Academic Council,
 - d) Disciplinary Regulations of the Faculty.
- (2) The Statutes of the Faculty of Economics and Administration approved by the Academic Senate of Masaryk University on 15 May 2017, as amended and supplemented, are hereby repealed.
 - (3) Pursuant to Section 27(1)(b) of the Act, this Statute was approved by the Academic Senate of the Faculty on 20 February 2023.
 - (4) Pursuant to Section 9(1)(b) of the Act, the MU Academic Senate approved this Statute on 15 May 2023.
 - (5) These Statutes shall come into force on the date of signing.
 - (6) These Statutes shall enter into force on 5 June 2023.