

Measure FSS MU no. 1/2024

**SCHOLARSHIPS TO SUPPORT FOREIGN STAYS AND FOREIGN
COOPERATION OF DOCTORAL STUDENTS IN 2024**

- (1) The purpose of the scholarship is to support students of doctoral study programs who gain experience at foreign universities and institutions as part of fulfilling study obligations required in compulsory doctoral subjects, where they deepen their professional knowledge or practical skills related to the field studied and their dissertation.
- (2) The scholarship has been active since 1 January 2024.
- (3) The source of funding for the scholarship is the PPSR 2022-2025 - Programme to Support the Strategic Management of Higher Education Institutions for the years 2022-2025 - part Support for foreign stays of PhD students, arrivals of foreign experts, promotion of DSP abroad.
- (4) In 2024, an amount of CZK 750,000 has been allocated for this purpose.
- (5) The scholarship is granted by the Vice-Dean for Research and Doctoral Studies.
- (6) Applicants shall be informed of the decision to receive or not receive a scholarship no later than 30 days from the application's submission date.

A. Stay abroad

- (1) The scholarship supports continuous stays abroad of at least 90 days, with the exception referred to in paragraph (2). It is an above-standard that is intended to facilitate students' development of professional knowledge or practical skills in their areas of education.
- (2) Due to the personal and daily care of a dependent with whom the doctoral student lives in the same household, it is possible to apply for the foreign stay to be divided equally into two parts, each lasting continuously for at least 45 days. The dependent may be a child/children under ten years of age and/or an adult dependent on the scholarship applicant for day-to-day care.
- (3) The scholarship is intended for students of the faculty who are at the standard length of study at the time of the planned start of a long-term internship abroad and who enroll in the subject FSSd0900 or FSSd0990, or the department equivalent in the spring and autumn semesters of 2024. The scholarship is not intended for mobility to the applicant's country of residence.
- (4) The maximum amount of the scholarship is CZK 18,000 for each month of stay. The cost of living in the destination country shall be taken into account in determining the amount of the monthly scholarship. The maximum amount of the scholarship is CZK 108,000.
- (5) A student may apply for an increase in the scholarship on the grounds of a stay abroad with a dependent person whom they care for and who lives in a shared household. The dependent may be a child/children under ten years of age and/or an adult dependent on the scholarship applicant's daily care. The increased grant amount is 100% of the amount awarded to the applicant following paragraph (4).
- (6) The application for the award of a scholarship is submitted by doctoral students exclusively by uploading it to the FSS IS Document Server ([HERE](#)) on the electronic form ([HERE](#)).
- (7) The scholarship is awarded on the basis of an application, which must contain:
 - (a) basic information about the applicant (name and surname, title, matriculation year, study program, student ID [UCO]);
 - (b) date and purpose of the stay, justification of the request, expected benefit of the stay;

- (c) information on how much the stay is/will be funded from other sources, even if such funding is requested and not yet approved;
 - (d) proof of a professional guarantee given to the applicant by the guarantor of his doctoral program ("guarantor") using the supervisor's opinion. The guarantee certifies, inter alia, that the stay qualifies for complete fulfillment of the obligations of doctoral studies in the courses FSSd0900 or FSSd0990;
 - (e) proof of guarantee for the realization of the stay - usually a letter of acceptance from the host institution (to be attached as an annex to the application);
 - (f) the applicant's consent to the publication of related data (name and surname, title, field of study, purpose, amount requested) on the faculty's website or in the IS;
 - (g) a solemn declaration of the student in which semester enrolls in the subject FSSd0900 or FSSd0990, whose study obligations the stay fulfills.
- (6) The complete application must be submitted to the IS Document Server ([HERE](#))
- (7) The successful applicant is obliged to prepare a report (form [HERE](#)) on the activity to which the awarded scholarship is related, which they will store in the IS submission room in the folder with their application no later than 30 days after the end of the stay. The report also includes a signed opinion of the project guarantor explicitly stating whether / not the intended goals were/were achieved by the stay. If the report is not accepted, the applicant is informed within 15 days by an authorized person. Otherwise, it is considered to have been accepted.

B. Foreign conferences and foreign educational events

- (1) The scholarship supports active participation in foreign conferences and foreign professional educational events, which contribute to fulfilling study obligations in doctoral studies and disseminating professional knowledge or skills related to the field of study and dissertation.
- (2) For this measure, foreign conferences and educational events are considered to be events organized abroad outside Slovakia and the countries of permanent residence of the applicants. It can also be an online event.
- (3) The scholarship is intended for students of the faculty who are at the standard time of study at the time of the event.
- (4) The application for the award of a scholarship is submitted by doctoral students exclusively by uploading it to the FSS IS Document Server ([HERE](#)) on the electronic form ([HERE](#)).
- (5) The scholarship amount depends on the proven incurred expenses related to the completed event (e.g., travel expenses, accommodation costs, conference fees, etc.). At the same time, the applicant shall clearly demonstrate that the expenditure he requested complies with the rules of efficiency and maximum economy.
- (6) The scholarship is awarded based on an individual assessment of each application, which must include:
 - (a) basic information about the applicant (name and surname, title, matriculation year, study program, UCO);
 - (b) date and purpose of the stay, explanation of the request, and expected benefit of the stay;
 - (c) information on how much the stay is/will be funded from other sources, even if such funding is requested and not yet approved;
 - (d) proof of a professional guarantee given to the applicant by the guarantor of his doctoral program ("guarantor") using the supervisor's opinion. The guarantee also certifies that participation in the conference or training

event is in line with the purpose of this scholarship program;

- (e) proof of guarantee for the realization of the stay - usually confirmation of receipt of the abstract at the conference, confirmation of payment of the fee for the educational event, etc. (must be submitted as an annex to the application);
 - (f) the applicant's consent to the publication of related data (name and surname, title, field of study, purpose, amount requested) on the faculty's website or in the IS;
- (6) The complete application must be submitted to the IS Document Server ([HERE](#)).
- (7) The successful applicant is obliged to prepare a report form ([HERE](#)) on the activity to which the awarded scholarship is bound, which they will store in the IS submission room in the folder with their application no later than 30 days after the end of the stay. The report also includes a signed opinion of the project guarantor explicitly stating whether / not the intended goals were/were achieved by the stay. If the report is not accepted, the applicant is informed within 15 days by an authorized person. Otherwise, it is considered to have been accepted.

Final Provisions

- (1) The implementation of the measure is stipulated for individual scholarship items.
- (2) The Vice-Dean for Research and Doctoral Studies is authorized to interpret this measure.
- (3) This measure shall enter into force on the date of signature and shall take effect on 15th January 2024.

In Brno, 15th January 2024

Stanislav Balík
Dean