

Measure of the Faculty of Arts, Masaryk University No. 15/2020

**SCHOLARSHIP PROGRAMME TO SUPPORT
LONG-TERM MOBILITY**

In accordance with § 28 (1) of Act No. 111/1998 Coll., on Higher Education Institutions and on Modification and Amendment of Other Acts (Higher Education Act), as later amended (hereinafter referred to as the "Act"), I issue the following Measure:

Section 1

Specification of the scholarship programme

The scholarship programme to support long-term mobility (hereinafter referred to as the "scholarship programme") is announced by the Dean of the Faculty of Arts, Masaryk University (hereinafter referred to as the "FF MU" in accordance with the provisions of Section 3 subsection 1 clause b) of the Masaryk University Scholarship and Bursary Regulations.

Section 2

Purpose and duration of the scholarship programme

- (1) The purpose of the scholarship programme is to support long-term educational mobility of FF MU students abroad, such as study periods and internships directly related to the subject of study. The scholarship is not intended to support participation in language courses.
- (2) The scholarship is intended for mobility typically lasting one semester, but not less than thirty days.
- (3) The scholarship programme is hereby announced for an indefinite period from the date when this measure enters into effect.

Section 3

Source of funding for the scholarship programme

- (1) The source of funding for scholarships is the faculty's Scholarship Fund.
- (2) The amount of CZK 650,000 for one academic year is reserved for the programme.
- (3) However, the amount of CZK 325,000 is reserved for the academic year 2020/2021 in view of the emergency measures to prevent the spread of COVID-19.

Section 4

Conditions for awarding scholarships

- (1) The scholarship is intended for full-time and combined students of Bachelor's and Master's degree programmes at the FF MU.
- (2) A condition for awarding the scholarship is confirmation of the student's admission to the relevant degree programme, and in the case of internships, an invitation from the relevant foreign unit or a personal invitation for the individual student.
- (3) The scholarship is open to students participating in mobility outside the Erasmus+ programme, with no restrictions on the country of destination.

- (4) Students whose study period/internship abroad is already financially supported by another source of funding may only be awarded a scholarship up to the maximum amount allowed under this programme, depending on the duration of the study period/internship. Sufficient funds in this scholarship programme are also a prerequisite.
- (5) Students must complete the study period/internship within the prescribed time and duration. The learning agreement for the internship (signed at least by the student and the coordinator for the FF MU) must be entered into the IS MU records.

Section 5

Amount of the scholarship

- (1) The final amount of the scholarship is determined by the documented financial costs, the price level of the destination, and the status of the Scholarship Fund.
- (2) Maximum amount of scholarship per student in an academic year:
 - CZK 25,000 for stays abroad lasting from 31 to 60 days,
 - CZK 40,000 for stays abroad lasting from 61 to 90 days,
 - CZK 55,000 for stays abroad lasting from 91 to 120 days,
 - CZK 60,000 for foreign stays of more than 120 days.
- (3) The scholarship is paid in Czech crowns. Compensation for incomplete months of the scholarship is reduced proportionally.

Section 6

Collecting applications, awarding and payment of scholarships

- (1) The award of scholarships is discretionary.
- (2) A student can only use this scholarship once per academic year. In the event of excess demand, priority will be given to those students who will be receiving this scholarship for the first time.
- (3) The scholarship is paid in two rounds: 80% of the estimated costs are paid after the application is approved, the remaining 20% of the scholarship is paid after the end of the stay.
- (4) Applications are collected throughout the calendar year until the amount allocated in the scholarship programme is exhausted. Incomplete or incorrectly completed applications will automatically be excluded from processing as ineligible for the scholarship. An application is also considered incomplete where the mobility has not been entered into the IS MU records by the application collection deadline.
- (5) The complete application contains at least: the student's name and surname, UIN, destination country, name of the partner university or institution, the date of the start of the stay, the date of the expected return, confirmation of the student's admission to the relevant degree programme, and in the case of internships, an invitation from the relevant foreign unit or a personal invitation for the student, and the student's signature (the application form is attached to this directive). The student shall also submit a preliminary calculation of the costs of the stay and relevant documents, if available at the time of application (e.g. tickets or air tickets, accommodation contract, confirmation of fees paid, etc.). All relevant documents (confirmation of the study period/internship, receipts for tickets, accommodation, participation fees, tuition fees, etc.) must be submitted for payment of the second part of the scholarship. The student must also submit a written report on the stay and its results. If the study period is supported by another source of funding, the applicant shall also provide confirmation of the amount of such funding.

- (6) Payment of the second part of the scholarship is conditional on the successful completion of the study period or internship, duly documented, and the acquisition of the corresponding number of credits. If the conditions under which the scholarship was awarded have not been met, the second part of the scholarship will not be paid or will be reduced accordingly.
- (7) The award of the scholarship and its final amount is decided by the Vice Dean for International Relations on behalf of the Dean.
- (8) Scholarships will no longer be awarded after the semester's allotted resources have been exhausted.
- (9) The student is notified of the scholarship award by an electronic decision in IS MU Document Office.
- (10) Payment of the scholarship is always made after the decision to award the scholarship (1st part of the scholarship) comes into legal force, and after evaluation of all documents submitted after completion of the mobility (2nd part of the scholarship), to the bank account specified by the student in the IS MU.

Section 7

Final provisions

- (1) This Measure repeals the FF MU Directive No. 2/2018 Scholarship Programme to Support Long-Term Mobility of 1 June 2018, effective from 1 June 2018.
- (2) This Measure builds on the Masaryk University Scholarship and Bursary Regulations.
- (3) I authorize the Vice-Dean for International Relations of the Faculty of Arts MU to interpret the individual provisions hereof, to implement and update them.
- (4) The FF MU Faculty Bursar checks the use of funds for scholarship purposes.
- (5) This Measure shall enter into force on the date of signature.
- (6) This Measure takes effect on the date of its publication on the public part of the MU website.

Annexes: No. 1 – Scholarship application

In Brno, 8 April 2020

prof. PhDr. Milan Pol, CSc.
Dean