

## Scholarship and Bursary Programmes of the Faculty of Medicine, Masaryk University

(version effective as from 17 September 2012)

### Article I

#### Announcement of scholarship programmes

The conditions and procedures for awarding scholarships and bursaries to students of Masaryk University (hereinafter "MU") are regulated by the Scholarship and Bursary Regulations of Masaryk University which came into effect on 01 July 2006. Pursuant to Article 3 of the above-mentioned Scholarship and Bursary Regulations, the Dean of the MU Faculty of Medicine announces the following Scholarship and Bursary Programmes:

- I. Merit scholarship and bursary programme;
- II. Scholarship and bursary programme for students representing the Faculty;
- III. Scholarship and bursary programme to support undergraduate students' participation in professional events and internships both at home and abroad;
- IV. Scholarship and bursary programme to support students leaving for internships abroad within exchanges organised by MU;
- V. Scholarship and bursary programme to support vacation practical trainings organised by the Faculty of Medicine;
- VI. Scholarship and bursary programme to support creative activities of students, i.e. scientific research and education activities (including PhD students);
- VII. Scholarship and bursary programme awarded for excellent study results;
- VIII. Scholarship and bursary programme to support PhD students' participation in professional events and internships both at home and abroad;
- IX. Dean's Award for study results;
- X. Scholarship and bursary programme to support language education.
- XI. Scholarship programme to support students in the programme with extended scientific training (P-pool)
- XII. Scholarship programme to support students that pass USMLE examination

These scholarship and bursary programmes are not limited in time; scholarships will be awarded continually until a specific scholarship and bursary programme has been cancelled.

### Article II

#### Regulations concerning individual scholarship and bursary programmes

##### I. Merit scholarship and bursary programme

1. The purpose of the scholarship is to motivate students to achieve excellent study results and to enhance the quality of the Faculty's educational process and its representation in public.
2. Merit scholarships may only be awarded to students enrolled at the Faculty of Medicine in full-time Master or Bachelor degree programmes. Scholarships are not awarded to students in the combined study mode or those in full-time study with a customised study plan. A merit scholarship can also be awarded to a student who has interrupted his or her study at the Faculty of Medicine, after they have resumed their study.
3. Students do not receive the scholarships for the months of July and August.
4. The merit scholarship is awarded automatically by the Dean after the fulfilment of the criteria as stipulated in this scholarship and bursary programme.
5. The resource for financing the scholarship is the scholarship and bursary fund of the Faculty.
6. A merit scholarship can also be awarded to a student who has interrupted his or her study at the Faculty of Medicine, after they have resumed their study.
7. Merit scholarships may be awarded if the following conditions have been fulfilled:
  - a. achievement of the stipulated amount of credits by the end of the examination period of the spring semester of the relevant academic years, which has to be equal to or greater than the number of semesters passed multiplied by 30;

- b. achievement of the total required average of grades (the so-called weighted average pursuant to Section 17, Subsection 2 of the MU Study and Examination Regulations, calculated from the data given in the MU Information System (IS)).

The sum of the merit scholarship awarded is derived from the total amount of funds earmarked by the Faculty of Medicine for merit scholarships. The funds allotted will be divided by the sum obtained by the product of indices (basis for calculation of a scholarship in individual categories) and the number of students. The value calculated is denoted as a scholarship unit. The sum of the merit scholarship for an individual student in each category is equal to the product of the index and the scholarship unit.

8. If the conditions stipulated in subsections 2 and 7 above are fulfilled, the merit scholarships are awarded according to the scheme as follows:
  - a. 1st to 2nd semesters: scholarships are not awarded;
  - b. 3rd to 4th semesters, index 100: scholarships are awarded to students who in the course of the first two semesters have reached a grade-point average from 1.00 to 1.11;
  - c. 5th to 6th semesters, index 300: scholarships are awarded to students who in the course of the preceding four semesters have reached a grade-point average from 1.00 to 1.11;
  - d. 7th to 8th semesters, index 200: scholarships are awarded to students who in the course of the preceding six semesters have reached a grade-point average from 1.12 to 1.30;  
7th to 8th semesters, index 500: scholarships are awarded to students who in the course of the preceding six semesters have reached a grade-point average from 1.00 to 1.11;
  - e. 9th to 10th semesters, index 300: scholarships are awarded to students who in the course of the preceding eight semesters have reached a grade-point average from 1.31 to 1.50;  
9th to 10th semesters, index 500: scholarships are awarded to students who in the course of the preceding eight semesters have reached a grade-point average from 1.12 to 1.30;  
9th to 10th semesters, index 700: scholarships are awarded to students who in the course of the preceding eight semesters have reached a grade-point average from 1.00 to 1.11;
  - f. 11th to 12th semesters, index 300: scholarships are awarded to students who in the course of the preceding ten semesters have reached a grade-point average from 1.31 to 1.50;  
11th to 12th semesters, index 500: scholarships are awarded to students who in the course of the preceding ten semesters have reached a grade-point average from 1.12 to 1.30;  
11th to 12th semesters, index 900: scholarships are awarded to students who in the course of the preceding ten semesters have reached a grade-point average from 1.00 to 1.11.
9. The Dean may decide to decrease the total number of credits required for the obtainment of merit scholarships (cf. subsection 7 above).
10. The data for the payment of a scholarship after the approval by the Dean of the proposed sum shall be prepared by the Office for International Studies and signed by the respective Vice-dean for Studies.

## II. Scholarship and bursary programme for students representing the Faculty

1. The purpose of the scholarship/bursary is to motivate students for activities which will help to represent the Faculty and thus to enhance its credit of quality in public.
2. A scholarship/bursary may be awarded to a student who represents the Faculty or takes part in the organisation of events representing the Faculty, such as:
  - a. a member of the Academic Senate, an official of the IFMSA, a national sports team member, and the like, in out-of-faculty events held at home or abroad;
  - b. an organiser, co-organiser, etc., in arranging for representative events organised by the Faculty.
3. The resource for financing the scholarship is the scholarship and bursary fund of the Faculty.

4. The scholarship listed under subsection 2 (a) is a one-time sum and may be reimbursed up to the amount of the established expenses incurred in association with the performance of the function within valid legal regulations. The application for scholarship award is submitted by the student to the relevant Vice-dean for Studies.
5. The scholarship listed under subsection 2 (b) is a remuneration for the respective student's activity in organising the particular representative event. The amount of the scholarship is proposed by the respective event organiser depending on the importance of the event.
6. The data for the payment of a scholarship after the approval by the Dean of the proposed sum shall be prepared by the Office for International Studies and signed by the respective Vice-dean for Studies.

### III. Scholarship and bursary programme to support undergraduate students' participation of in professional events and internships both at home and abroad

1. The purpose of the scholarship is to support
  - a. undergraduate students in participation in professional events and internships to which students are dispatched within their respective field of study;
  - b. students working in the Student Scientific Research Activity (SVOČ) who attend at professional conferences where they present their results;
  - c. students who demonstrate excellent results at a Student Scientific Conference (SVK) and are proposed by their supervisor or by the guarantor of a Student Scientific Conference for an internship associated with their scientific activity.
2. The scholarship may be awarded to a student who has been proposed for participation at a professional event or for an internship taking place at home or abroad by:
  - a. the guarantor of the respective field of study;
  - b. the supervisor of a Student Scientific Research Activity;
  - c. the guarantor of a Student Scientific Conference.
3. The resource of financing may be both the scholarship and bursary fund of the Faculty and other resources provided by an external organisation in support of professional activities and internships.
4. A scholarship covered from the Faculty's scholarship and bursary fund may be awarded up to the amount of established expenses incurred for the conference fee, economical fare, and economical accommodation in connection with the event attended. A scholarship, if covered from the Faculty's scholarship and bursary fund, may amount to the following sums:
  - a. for attendance at a conference at home or abroad to a maximum of CZK 10,000;
  - b. for an internship within Europe to a maximum of CZK 30,000;
  - c. for an internship outside Europe to a maximum of CZK 50,000.
  - d. The amount of a scholarship/bursary when covered from other sources is completely within the competence of the respective provider.
5. The application for the award of the scholarship and a proposal of its amount are submitted to the Faculty's Dean by the proposer (see subsections 2a, 2b, and 2c).
6. The data for the payment of a scholarship after the approval by the Dean of the proposed sum shall be prepared by the Office for International Studies in case that the scholarship is covered from the Faculty's scholarship and bursary fund. If the scholarship is covered from other financial resources, the data for the payment of the scholarship/bursary shall be issued by the secretariat of the respective involved institution.

### IV. Scholarship and bursary programme to support students leaving for internships abroad within exchanges organised by MU

1. The purpose of the scholarship is to support students studying abroad within those events in whose organisation MU is participating (Socrates-Erasmus, Leonardo, Action, etc.).
2. The resource of financing is the Faculty's scholarship and bursary fund.
3. Upon the student's request a scholarship may be awarded up to the amount of 100 % of the established expenses incurred for one economical fare to the place of residence and back; however, it may be CZK 10,000 at maximum.
4. The data for the payment of a scholarship in degree programmes shall be prepared by the Office for International Studies. The approval for the award of a scholarship/bursary and for

its amount is granted in case of undergraduate students by the Vice-dean for External Relations, and in PhD students also by the relevant official for PhD studies.

#### V. Scholarship and bursary programme to support vacation practical trainings organised by the Faculty of Medicine

1. The purpose of the scholarship/bursary is to contribute to students to cover their expenses incurred with their attendance at a vacation practical training organised by the Faculty of Medicine outside the place of their permanent residence.
2. The resource for financing is the Faculty's scholarship and bursary fund.
3. The scholarship/bursary includes a contribution to cover accommodation and fare; specifically as follows:
  - a. the contribution to accommodation amounts to CZK 30.00 per day, if the practical training takes place outside the student's place of residence and the student cannot be accommodated free of charge. This has to be documented by a receipt for accommodation payment;
  - b. the contribution to cover the fare in case of daily commuting from the place of permanent residence to the place of performance of practical training and back is granted in an amount of the least expensive means of transport up to a maximum amount of CZK 30.00 per one trip. It is reimbursed upon submission of the respective ticket;
  - c. the contribution in case of practical training outside the place of residence (including accommodation) is granted for the travel fare from the place of residence at the start of the training and back after the completion of the training using the least expensive means of transport. The travel fare during the practical training is not reimbursed. The maximum contribution is CZK 100.00 per one trip.
  - d. a contribution to other necessary expenses associated with the performance of practical training. Granting such a contribution and its amount is assessed and approved by the relevant vice-dean for education. The maximum contribution to such other necessary expenses is equal to CZK 200.00 per one day of training.
4. The data for the payment of a scholarship, upon the student's request and after the approval by the Dean of the proposed amount, shall be prepared by the Office for International Studies and signed by the respective Vice-dean for Studies.

#### VI. Scholarship and bursary programme to support student' creative activities, i.e. scientific research and education activities (including PhD students)

1. The purpose of the scholarship is to support the development and quality of the creative activity of students of Bachelor's and Master's studies, and of doctoral studies focused on the scientific research and pedagogical activities of the Faculty.
2. A scholarship/bursary may be awarded to a student of Bachelor's, Master's, or doctoral studies, who is verifiably engaged in performing scientific research work within the Student Scientific Research Activity (SVOČ), further for his or her pedagogical activities (creative activities) within institutes and departments, and for his or her engagement in specific research, in research plans, research centres, as well as in activities associated with the solution of projects and grants within supplementary activity.  
This scholarship/bursary is also awarded to students who have taken first to third places at a Student Scientific Conference.
3. The source for financing is the scholarship and bursary fund, and/or some other order by means of which a specific creative activity is accomplished within the Faculty.
4. In case that a creative activity within the SVOČ is concerned, the scholarship/bursary is paid out once in a semester and its maximum amount is CZK 3,000. The amount of scholarships/bursaries for the other creative activities is fully in the competence of the guarantor (investigator) of the respective order by means of which the respective activity at the Faculty is accomplished, budgeted, and accounted for.
5. The proposal for the award of a scholarship/bursary for work within the SVOČ is submitted by heads of institutes and departments. The data are prepared by the Office for Research, Development and Project Support, and approved by the Vice-dean for Research and

Development. In case of winners of a Student Scientific Conference, the data are approved by the guarantor of the respective conference.

Scholarships/bursaries for other types of creative activity are prepared and approved by the respective guarantors (investigators) of the particular orders (projects, grants).

#### VII. Scholarship and bursary programme awarded for excellent study results

1. The purpose of the scholarship/bursary is to reward students of Bachelor's and Master's degree programmes who in the course of their studies have achieved excellent study results.
2. The scholarship/bursary is a one-time scholarship and is awarded to students of Bachelor's and Master's degree programmes who have completed their studies with the overall result "passed with honours" according to the criteria of the MU Study and Examination Regulations.  
Graduates of a five- or six-year Master's study who in the course of their study have reached a weighted average  $\leq 1.30$  shall receive a sum of CZK 10,000.  
Graduates of a five- or six-year Master's study with a grade-point average between 1.31 and 1.50 shall receive a sum of CZK 5,000.  
Graduates of the discipline of General Medicine who in the course of a three-year study complete the study of the discipline of Dentistry and pass with an overall result "passed with honours" shall receive a sum of CZK 3,000.  
Graduates of Bachelor's degree programmes who complete their studies with an overall result "passed with honours" shall receive a sum of CZK 3,000.  
Graduates of a two-year follow-up Master's degree programme who complete their studies with an overall result "passed with honours" shall receive a sum of CZK 2,000.
3. When the criteria as stipulated by this scholarship and bursary programme have been fulfilled, the scholarship/bursary shall be awarded automatically by the Dean.
4. The resource for financing the scholarship/bursary is the Faculty's scholarship and bursary fund.
5. The data for the payment of a scholarship shall be prepared by the Office for International Studies and signed by the respective Vice-dean for Studies.

#### VIII. Scholarship and bursary programme to support PhD students' participation in professional events and internships both at home and abroad

1. The purpose of the scholarship/bursary is to support PhD students in their attendance at professional events and internships both at home and abroad.
2. The scholarship/bursary may be awarded to a student who has been dispatched by the supervisor or guarantor of the field studied to a professional event or an internship held both at home and abroad.
3. The source for financing may be both the scholarship and bursary fund of the Faculty and other resources provided in support of professional activities and internships by an external organisation. A scholarship covered from the Faculty's scholarship and bursary fund may be awarded up to the amount of established expenses incurred for the conference fee, economical fare, and economical accommodation in connection with the event attended.
  - a. In case of conferences or internships lasting for up to 1 month and held within Europe, the maximum amount of the scholarship/bursary is CZK 30,000.
  - b. In case of conferences or short-time internships lasting for up to 1 month and held outside Europe, the maximum amount of the scholarship/bursary is CZK 50,000.
  - c. In case of internships lasting for over 1 month, the maximum amount of the scholarship/bursary is CZK 50,000.
  - d. The amount of a scholarship/bursary when covered from other sources is completely within the competence of the respective provider.
4. The application for scholarship award recommended by the supervisor or guarantor of the respective field is submitted by the student to the Dean of the Faculty. The amount of a scholarship/bursary when covered from other sources is completely within the competence of the respective provider.
5. The data for the payment of a scholarship after the approval by the Dean of the proposed sum shall be prepared by the relevant PhD study official. If the scholarship is covered from

other financial resources, the data for the payment of the scholarship/bursary shall be issued by the secretariat of the respective involved institution.

#### IX. Dean's Award for study results

1. The purpose of the scholarship/bursary is to reward students of Bachelor's and Master's degree programmes who comply with the criteria for conferment of the Dean's Award.
2. The award may be conferred on students enrolled at the Faculty of Medicine on full-time Master's or Bachelor's degree programmes.
3. The awards for excellent study results are conferred on General Medicine students after the 6th, 8th, and 10th semesters, to Dentistry students after the 6th and 8th semesters, to students of Bachelor's disciplines after the 4th semester, and to students of the follow-up Master's disciplines after the 2nd semester.
4. A prerequisite for the conferment of such award is:
  - a. obtainment of the set number of credits by the end of the examination period of the spring semester of the relevant academic year, which has to be equal to or greater than the number of semesters passed multiplied by 30;
  - b. achievement of the overall required average of grades up to 1.3 inclusive (the so-called weighted average pursuant to Section 17, Subsection 2 of the MU Study and Examination Regulations, calculated from the data given in the MU Information System (IS));
  - c. in students after the 2nd semester of the follow-up Master's study, the weighted grade-point average from the Bachelor's study (calculated from the data given in the MU Information System or taken over from a copy of the academic records of previous studies at some other school) is also included in the grade-point average.
5. The resource for financing is the scholarship and bursary fund of the Faculty.
6. The amount of the Award is fixed at CZK 10,000.
7. The nomination for conferment of the award is declared by the relevant vice-deans for studies basing on data of the Office for International Studies taken over from the MU Information System as of 30 September of the relevant academic year.

#### X. Scholarship and bursary programme to support language education

1. The purpose of the scholarship/bursary is motivation of the students to achieve excellent knowledge of the English language on levels C1 to C2 of the Common European Framework of Reference for Languages (CEFR), attested by an international certificate.
2. The scholarship/bursary may only be awarded to students enrolled at the Faculty of Medicine on full-time Master's degree programmes of General Medicine or Dentistry who, after the 6th semester of their studies, have reached a grade-point average of up to 1.50 inclusive and who, by the end of the 8th semester of their studies, will have passed a certificated language examination in the English language.

A certificated language examination is understood to be:

- a. a TOEFL examination (= Test of English as a Foreign Language), levels C1 to C2;
  - b. a CAE examination (= Certificate in Advanced English), level C1;
  - c. a CPE examination (= Certificate of Proficiency in English), level C2;
  - d. an IELTS examination (= International English Language Testing System), level C2.
3. The resource of financing is the Faculty's scholarship and bursary fund.
  4. The scholarship/bursary is awarded basing on the student's application documented by a certificate on passing a certificated language examination and is awarded up to the amount of the established payment for passing the examination, up to a maximum of CZK 10,000.
  5. The data for the payment of a scholarship after the approval by the Dean of the proposed sum shall be prepared by the Office for International Studies and signed by the respective Vice-dean for Studies.

#### XI. Scholarship programme to support students in the programme with extended scientific training (P-pool)

1. The purpose of the scholarship is to encourage 1st - 6th grades students of General Medicine included in the programme with extended scientific training (P-pool). The support is intended to cover financial costs associated with participation in professional events and internships the student attends in this programme.
2. The scholarship may be awarded to a student who is nominated to participate in a professional event or an internship held in this country or abroad by
  - a) guarantor of the programme
  - b) P-pool instructor
3. The source of funding can be both the scholarship fund of the faculty and other resources provided by donors and sponsors to support professional activities and internships.
4. The scholarship paid from the scholarship fund may be granted up to the proven expenses incurred by conference fees, fares and accommodation associated with the event. The scholarship which is to be paid from the scholarship fund may amount to:
  - a) the maximum of CZK 10,000 in case of participation in conferences held in this country or abroad
  - b) the maximum of CZK 30,000 in case of participation in internships held in Europe
  - c) the maximum of CZK 50,000 in case of participation in internships outside Europe

The scholarship paid from sources other than the scholarship fund is completely within the provider's scope.

5. The application for the scholarship as well as the proposal of its amount are submitted by the proposer (see paragraph 2 sections a, b above) to the Dean of the faculty.
6. The document for the scholarship pay-out, the amount of which has been approved by the Dean, will be prepared by the Department of Studies Affairs in case that the scholarship is paid from the scholarship fund of the faculty. If the scholarship is paid from other sources, the document for the scholarship pay-out will be issued by the secretariat of the department involved.

#### XIII. Scholarship programme to support students who pass USMLE examination

1. The purpose of the scholarship is to motivate and support students to take United States Medical Licencing Examination - Step 1 or Step 2.
2. The scholarship may be awarded to a student who is enrolled in the master study programme of General Medicine and who succeeded in passing USMLE examination - Step 1 or Step 2 before concluding his/her studies.
3. The source of funding is the scholarship fund of the faculty.
4. The scholarship is awarded on the basis of a student's application and certificate confirming successful completion of the examination and is granted up to the proven expenses for examination fee (up to the maximum of CZK 30,000). Having met the conditions of this scholarship programme, the student is awarded with the scholarship automatically. The scholarship cannot be awarded to the students who had taken the examination before the scholarship programme was introduced.
5. The document for the scholarship pay-out, the amount of which has been approved by the Dean, will be prepared by the Department of Studies Affairs and signed by the Vice-Dean responsible for the particular branch of study.

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Dean