

Dean's Directive				
No. 3/2017				
Name:	Directive concerning scholarship granting for Ph.D. students			
	Name:	Position:	Date:	Signature:
Guarantor:	Associate Professor Petr Lepšík	Vice-Dean	16st September, 2020	
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Approved by:	Professor Petr Lenfeld	Dean	16st September, 2020	
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Article 1 General Provisions

- (1) Purpose of this Directive is to lay down all the rules for awarding scholarships to Ph.D. students at the Faculty of Mechanical Engineering of Technical University in Liberec.
- (2) The scholarship is granted in accordance with §91 of Act No. 111/1998 Coll. (University Education Law) and Scholarship Order of Faculty of Mechanical Engineering of Technical University in Liberec (hereinafter referred to as „Scholarship Order“).

Article 2 Concept Definitions

Basic Scholarship – paid out monthly for the standard period of studies
Scholarship for publication activities – for outstanding publishing results, paid out for 6 months
Scholarship for supporting studies abroad – one-off exceptional scholarship
Scholarship for outstanding study results and professional activities – one-off exceptional scholarship
Scholarship for fee-paying students for doing one's study duties who are studying in a foreign language – exceptional scholarship paid out monthly.

Article 3 Basic Scholarship¹

- (1) May be awarded to students of Ph.D. Study Program in full-time attendance in the sum of 11 500,-CZK for a month.
- (2) A full scholarship is provided to students of study programs lectured in the Czech language who fulfill tasks and duties in accordance with a study plan condition-control regarding the overall correct performance. In case of non-compliance, reduction of the scholarship is regulated by Scholarship Order.
- (3) Scholarship is paid out during the standard period of a study (12 months a year).

Article 4 Scholarship for a Publication Activity and Documentation for Results Evaluation and Scholarship Approval

- (1) Scholarship² for a publication activity may be awarded for outstanding results when fulfilling the following conditions:
 - (a) The total period of Ph.D. studies are not longer than 60 months,
 - (b) Student fulfills tasks and study duties in accordance with the individual study plan, or more precisely with the annual study plan,
 - (c) Student is an author or co-author of significant results and gains points for outstanding results from his/her professional work – for publication in decisive periods of a calendar year³.
- (2) Only the students who have been led as a home-creator of the Faculty of Mechanical Engineering within the framework of the data transfer into IS R&D can be included in the evaluated results.
- (3) Evaluation of results (points counted):

(a) Article in a Journal with a non-zero impact	20 points,
(b) Article in a journal listed in WoS or Scopus ⁴ database	10 points,

¹ In accordance with the article 5of Scholarship Order of Faculty of Mechanical Engineering TU Liberec.

² The scholarship may be awarded in accordance with Section 91 (2) of Act No. 111/1998 Coll. (University Education Act) for outstanding scientific, research, development, artistic or other creative results contributing to deepening knowledge.

³ For the period from January to June (included) and from July to December (included).

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| (c) Article in a conference proceedings listed in WoS or Scopus ⁵ | 8 points, |
| (d) Other publications in a world language | 2 points, |
| (e) Other publications in other languages | 1point. |

(4) Materials for evaluating results and granting scholarship:

- (a) The list of publications with photocopies of contributions for the relevant period must be submitted by the student to the Dean's Office by 30th June and 31st December of a particular calendar year (only the publications issued in the relevant period can be counted, the published abstracts are not counted, the impact factor and the classification into databases - necessary to be documented.)
- (b) The list must contain full bibliographic citations of individual publications, and the student's share of the result must be reported (in%), the share of the supervisor in the publication is added to the Ph.D. student's share.
- (c) The list must be signed by a student and his/her supervisor who are responsible for the correctness of the data.
- (d) For evaluated articles according to paragraphs d) and e), mentioned in conference proceedings, the student will provide confirmation of the personal attendance.
- (e) The amount of a scholarship is determined by the number of earned points. Each point is rated 500 CZK. In the case of co-authorship, the student's aliquot point score is included in the result. For other publications (publication type d, e) a student can obtain a maximum of 3 points during the decisive period.
- (f) During the decisive period, a scholarship can be awarded to the student for publishing activities up to 10.000 CZK per month. The amount of the scholarship is set for a payout for 6 months.
- (g) The scholarship is paid out monthly, at the same time as the basic scholarship.

Article 5
Scholarship⁶ supporting studies abroad

- (1) The Dean may grant a student a one-off extraordinary scholarship to support his/her studies abroad if the student fulfills tasks and responsibilities in accordance with the curriculum. The details are regulated by the Dean's Directive No. 3/2015 regarding support of a student during his/her studies (working) abroad.

Article 6
Scholarship⁷ for outstanding results in studies and a professional activity

- (1) The Dean may award a one-time extraordinary scholarship for extraordinarily excellent results in a study or in a professional activity (patent, prize-awarded conference paper, commercialized result, etc.) or an exceptionally successful dissertation.

Article 7
Scholarship for fee-paying Ph.D. students for doing one's study duties who are studying in a foreign language

- (1) Scholarship may be awarded to fee-paying, full-time doctoral students who are studying in a foreign language up to 1.200 CZK a month.

⁴ database WoS (magazine with the identification Article, Review, Letter), database Scopus (article with the identification Article, Review, Letter – type of a resource Journal)

⁵ In database Conference Proceedings Citation index (WoS), in database Scopus also papers in a magazine with the identification Book Series, or Conference Proceedings

⁶ The scholarship may be awarded in accordance with Section 91 (4) of Act No. 111/1998 Coll. (University Education Act) to support study abroad.

⁷ The scholarship may be awarded in accordance with Section 91 (2) of Act No. 111/1998 Coll. (University Education Act) for excellent results and special extraordinary cases.

- (2) Scholarship is provided to students on the basis of their application, who perform tasks and duties in accordance with the curriculum. There must be given a consent of the supervisor in the application.
- (3) The scholarship is paid monthly for the standard period of study (12 months per year) but not earlier than 6 months after enrollment.

Article 8
Transitional and final provisions

- (1) The Vice-Dean of the Faculty of Mechanical Engineering for Science, Research and Doctoral Studies is authorized to review and evaluate compliance with the Directive.
- (2) This Directive abolishes Directive No. 2/2015 concerning the award of scholarships to students of Ph.D. study programs.