GUIDELINES FOR GRANTING SCHOLARSHIPS OF THE GOVERNMENT OF THE CZECH REPUBLIC

upon Government Resolution No. 301 as of 25 April 2012
on the Strategy for Granting Government Scholarships for Students from Developing Countries
in 2013 – 2018

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When the term "university" is used in the text, it always refers to a public higher education institution in the Czech Republic.

1 Scholarships of the Government of the Czech Republic – General Information

Granting scholarships to citizens from developing countries for studies at Czech **public** higher education institutions (referred to as "universities") is an important part of the foreign development cooperation of the Czech Republic and has a long tradition.
From the late 1950s to the present day over 21,500 foreign nationals have completed their studies at Czech universities with a scholarship of the Government of the Czech Republic.
Government scholarships for studies at universities in the Czech Republic are governed by a Resolution of the Government of the Czech Republic as part of a joint project pursued by the Ministry of Education, Youth and Sports (www.msmt.cz) and the Ministry of Foreign Affairs (www.mzv.cz).
The terms and conditions, as well as the procedures for granting scholarships of the Government of the Czech Republic, are governed by the Guidelines for Granting Scholarships of the Government of the Czech Republic, and by the pertinent Ministry of Education, Youth and Sports scholarship programme promoting the studies of foreign nationals in the Czech Republic that is announced by the Minister of Education.
Specific tasks related to providing for the studies of scholarship holders at universities in accordance with the Guidelines for Granting Scholarships of the Government of the Czech Republic and the Ministry's scholarship programme are carried out by the Centre for International Cooperation in Education (www.dzs.cz).

Within the scope of foreign development cooperation, the Czech Republic provides scholarships for the following studies

Pursued in the Czech language:
- Bachelor's study programmes (three- to four-year-long programmes);
- Master's study programmes (comprehensive four- to six-year-long programmes).

Language and preparatory studies (one-year long; only for those who have applied for a scholarship to study in the Czech language) – provided for by the Institute for Language and Preparatory Studies of Charles University;

Pursued in the English language:
- Selected follow-up Master's study programmes (one- to three-year-long programmes);
- Selected Doctoral study programmes (three- to four-year-long programmes).

Students may be admitted to a Bachelor's and Master's study programme in the Czech Republic only if they have completed full secondary general education or full secondary vocational education corresponding to secondary education with a school-leaving examination ("maturitní zkouška" in Czech) in the Czech Republic.
Students may be admitted to a Master's study programme that follows up on a Bachelor's study programme only if they have duly completed a Bachelor's study programme.
Students may be admitted to a Doctoral study programme only if they have duly completed a Master's study programme.
A scholarship of the Government of the Czech Republic for studies in the English language may only be granted if the applicant has a good command of English.
An applicant for a scholarship of the Government of the Czech Republic is obliged to sit an online entrance English language test in the course of his/her application submission.

Scholarships for studies in the Czech language are granted with a view to a list of recommended fields of study, updated according to the needs of specific countries, and also with regard to ongoing development cooperation projects. The list is enclosed with the annual offer of scholarships of the Government of the Czech Republic for the individual countries. Students select a university only in the course of their language and preparatory studies and subsequently they submit an application to study at a selected university in the given deadline.

Overview of universities in the Czech Republic:
In the Czech language:
http://www.msmt.cz/vzdelavani/vysoke-skolstvi/prehled-vysokych-skol-v-cr-3
In the English language:
http://www.msmt.cz/areas-of-work/tertiary-education/public-higher-education-institutions-websites
List of accredited study programmes: https://aspvs.isacc.msmt.cz/

Scholarships for follow-up Master's and Doctoral study programmes in the English language are granted only in the selected study programmes listed below. Scholarships of the Government of the Czech Republic are not granted in any other fields of study in the English language.

Overview of universities that offer selected study programmes in the English language:

ECONOMICS

University	**Faculty**	**Study programme**	**Study field**	**Type**
Czech University of Life Sciences in Prague	Faculty of Economics and Management	Economics and Management	Sector Economics and Economics of Enterprise http://www.pef.czu.cz/en/?r=1749 http://www.pef.czu.cz/en/?r=1026	DSP
Masaryk University in Brno	Faculty of Economics and Administration	Economics and Management	Business Management http://www.econ.muni.cz/en/applicants/master-s-studies-in-english/master-degree-programmes	MSPN
Masaryk University in Brno	Faculty of Economics and Administration	Finance and Accounting	Finance http://www.econ.muni.cz/en/applicants/master-s-studies-in-english/master-degree-programmes	MSPN
Tomas Bata University in Zlín	Faculty of Management and Economics	Economics and Management	Management and Marketing http://www.utb.cz/fame-en/i-want-to-study/master-s-programme-economics-and-management-course	MSPN
Tomas Bata University in Zlín	Faculty of Management and Economics	Economic Policy and Administration	Finance http://www.utb.cz/fame-en/i-want-to-study/doctoral-s-programme-economic-policy-and-administration-1	DSP
Tomas Bata University in Zlín	Faculty of Management and Economics	Economics and Management	Management and Economics http://www.utb.cz/fame-en/i-want-to-study/doctoral-s-programm-economics-and-management-course	DSP

AGRICULTURE

Czech University of Life Sciences in Prague	Faculty of Agrobiology, Food and Natural Resources	Natural Resources and Environment	Natural Resources and Environment http://www.af.czu.cz/en/?r=1238&i=1859	MSPN
Czech University of Life Sciences in Prague	Faculty of Forestry and Wood Sciences	Forestry Engineering	Forestry, Water and Landscape Management http://www.fld.czu.cz/en/?r=3837&i=5470	MSPN
Czech University of Life Sciences in Prague	Faculty of Tropical AgriSciences	Tropical Agriculture	Animal and Food Science in Tropics and Subtropics http://www.ftz.czu.cz/en/?r=1398	MSPN
Czech University of Life Sciences in Prague	Faculty of Tropical AgriSciences	Tropical Agriculture	International Development and Agricultural Economics http://www.ftz.czu.cz/en/?r=1398	MSPN
Czech University of Life Sciences in Prague	Faculty of Tropical AgriSciences	Tropical Agriculture	Sustainable Rural Development in the Tropics and Subtropics http://www.ftz.czu.cz/en/?r=1398	MSPN
Czech University of Life	Faculty of Tropical	Tropical Agriculture	Tropical Crop Management and Ecology http://www.ftz.czu.cz/en/?r=1398	MSPN

Sciences in Prague	AgriSciences			
Czech University of Life Sciences in Prague	Faculty of Tropical AgriSciences	Forestry Engineering	Tropical Forestry and Agroforestry http://www.ftz.czu.cz/en/?r=1398	MSPN
Czech University of Life Sciences in Prague	Faculty of Tropical AgriSciences	Tropical Agriculture	Wildlife Management in the Tropics and Subtropics http://www.ftz.czu.cz/en/?r=1398	MSPN
University of Veterinary and Pharmaceutical Sciences in Brno	Faculty of Veterinary Hygiene and Ecology	Veterinary Hygiene and Ecology	Food Hygiene and Processing Technology, Diseases of Wild and ZOO Animals Veterinary Toxicology and Toxicology of Foodstuff, Veterinary Ecology, Veterinary Public Health and Animal Protection, Nutrition and Dietetics of Farm Animals and Hygiene of Food of Plant Origin, Veterinary Biochemistry, Chemistry and Biophysics http://fvhe.vfu.cz/for-applicants/dsp-study-programme/index.html	DSP

INFORMATICS

Czech University of Life Sciences in Prague	Faculty of Economics and Management	System Engineering and Informatics	Informatics http://www.czu.cz/en/?r=4875&mp=ects.programmeDetail&programme=304	MSPN
Masaryk University in Brno	Faculty of Informatics	Applied Informatics	Service Science, Management and Engineering (SSME) http://www.fi.muni.cz/admission/master/aplinfo/ssme/index.xhtml.en	MSPN
Palacký University in Olomouc	Faculty of Science	Computer Science	Computer Science http://www.prf.upol.cz/en/groups/studying/degree-programmes-in-english/p1805-computer-science-computer-science/	DSP
Tomas Bata University in Zlín	Faculty of Applied Informatics	Engineering Informatics	Engineering Informatics http://www.utb.cz/fai-en/i-want-to-study/doctoral-programmes	DSP

ENVIRONMENT

Palacký University in Olomouc	Faculty of Science	Ecology and Environmental Protection	Ecology http://www.prf.upol.cz/en/groups/studying/degree-programmes-in-english/p1606-ecology-and-environmental-protection-ecology/	DSP

ENERGETICS

Technical University in Liberec	Faculty of Mechanical Engineering	Mechanical Engineering	Machines and Equipment Design http://www.fs.tul.cz/en/students/master-studies/	MSPN
VŠB–Technical University of Ostrava	Faculty of Mechanical Engineering	Mechanical Engineering	Energy Engineering http://edison.sso.vsb.cz/cz.vsb.edison.edu.study.prepare.web/StudyPlan.faces?studyPlanId=17912&locale=en	DSP
Technical University in Liberec	Faculty of Mechanical Engineering	Machines and Equipment	Machines and Equipment Design (Equipment for Thermal Technique) http://www.fs.tul.cz/en/students/doctoral-study-programmes/	DSP

Abbreviations:
MSPN = follow-up master´s study programme
DSP = doctoral study programme

Upon a Decision of the Ministry of Education, Youth and Sports, scholarships of the Government of the Czech Republic are granted to promote specific Bachelor's, Master's, follow-up Master's and/or Doctoral study programmes in the full-time mode of study of a specific study programme pursued by a university (or its Faculty) for a period that equals the regular duration of studies. Scholarships are not transferable to other persons or other academic years. Once a scholarship is granted, neither the university nor the study programme and/or field of study may be changed.

The scholarships are dedicated solely to promoting the studies of adults who are foreign nationals from developing third countries in need. Neither a citizen of the Czech Republic, nor a citizen of the European Union, nor any other foreign national with a permanent residence permit in the territory of the Czech Republic may therefore apply for a scholarship. Furthermore, the scholarships may not be granted to persons younger than 18. (The applicant has to have reached 18 at the latest as of 1 September of the year when s/he commences studies in the Czech Republic.)

2 Application Form Submission, Deadlines, Forms

Each applicant is obliged to fill in an electronic application form available at **http://registr.dzs.cz/registr.nsf at the latest by 30 September of the year prior to the given academic year** (i.e. the calendar year that precedes the academic year for which scholarships are offered)**.**
The date from which application forms may be submitted electronically is published on the website of the pertinent Embassy or of Ministry of Education, Youth and Sports (www.msmt.cz) approximately in July of the year prior to the given academic year. The applicant shall carefully fill in all the blank boxes of the application form whilst observing the instructions for each box.
The applicant shall send the completed application form to the Embassy in electronic form, i.e. by completing online registration. If the application is accepted and may proceed to the next round of the selection procedure, the Embassy shall ask the selected applicants to attend an interview. The most successful applicants shall be asked to submit complete documentation by a given deadline that the Embassy shall determine so as to ensure that proposals for scholarships to be granted in a new academic year are at the disposal of the Ministry of Foreign Affairs of the Czech Republic (Development Cooperation Department) and the Ministry of Education, Youth and Sports of the Czech Republic (International Relations Department) in Prague by 31 December at the latest of the year prior to the given academic year.
A limited number of scholarships are also offered to applicants from selected developing countries through UNESCO. Each applicant is obliged to fill in an electronic application form available at **http://registr.dzs.cz/registr.nsf/unesco** at the latest by 30 September of the year prior to the given academic year (i.e. the calendar year that precedes the academic year for which scholarships are offered). If the applicant's application form is accepted to proceed to the next round of the selection procedure, the Embassy/Honorary Consulate shall ask the selected applicants to attend an interview. The most successful applicants shall be asked to submit complete documentation by a given deadline that the Embassy/Honorary Consulate shall determine so as to ensure that proposals for scholarships to be granted in the upcoming academic year are at the disposal of the Ministry of Foreign Affairs of the Czech Republic and the Ministry of Education, Youth and Sports of the Czech Republic in Prague by 31 December at the latest of the year prior to the given academic year.
Applicants who are regular students at an accredited study programme at a university in the Czech Republic at the time designated as the deadline for application form submission shall fill in the electronic application form available at http://registr.dzs.cz/registr.nsf and shall send the required documentation in two counterparts to the following address: Ministerstvo zahraničních věcí České republiky, odbor rozvojové spolupráce a humanitární pomoci ("Ministry of Foreign Affairs of the Czech Republic, Development Cooperation and Humanitarian Aid Department"), Loretánské náměstí 5, 118 00 Praha 1 – Hradčany, by 20 December at the latest of the year prior to the given academic year. These applicants do not have to sit an interview.
Applicants who have a command of the Czech language and do not wish to undertake the one-year-long language and preparatory studies at the Institute for Language and Preparatory Studies but apply for

a scholarship for studies in the Czech language at a university straight away may obtain a scholarship in the academic year for which scholarships are offered only if they fill in the electronic application form at http://registr.dzs.cz/registr.nsf, complete the admission procedure themselves on the dates and under the terms and conditions stipulated by the given university in the Czech Republic, and send a certificate of enrolment (or a copy of a certificate proving admission) for a study programme pursued in the Czech language at a university to the following address: Studijní oddělení Domu zahraniční spolupráce("Study Department of the Centre for International Cooperation in Education"), Na Poříčí 1035/4, 110 00 Praha 1, immediately after they obtain the above certificate.

The decision on granting the scholarship is delivered to successful applicants through the respective Embassy in May or June of the year when their studies in the Czech Republic are to be commenced.

3 Submitted Documentation

Applicants for a scholarship of the Government of the Czech Republic shall submit the documentation in two counterparts (i.e. two separate identical files).
Only complete documentation that meets the requirements stated in this Chapter shall be considered.
Documentation that does not meet the requirements shall be officially returned without any further reasoning.
In order for an applicant to be admitted to study at a university, his/her documents proving foreign educational attainment must be recognised in the Czech Republic. It is advisable that when travelling to the Czech Republic, students should have at least two extra counterparts of the documents necessary for the admission procedure and for the recognition of foreign educational attainment with them.
It is also recommended that students who shall pursue their studies at a university without the one-year-long language and preparatory studies have their education recognised prior to their arrival in the Czech Republic. The actual procedure is published on the university website.
If it is not possible to have documents translated into the Czech language pursuant to the requirements specified hereinafter in the country that nominates the applicant for the studies, applicants may enclose legalised translations by a sworn translator/interpreter into the English language.

3.1 Application Form

All applicants shall fill in the electronic application form available on the website stated in Chapter 2 and successfully register (i.e. obtain an application identification number upon sending a completed application form to the pertinent authority electronically).
Nominated applicants shall also submit a printed "Application Form for a Scholarship of the Government of the Czech Republic", which has to meet the requirements stated below:

- It shall be filled in using the Roman alphabet, if possible in English or in Czech;
- The assigned application identification number shall be stated in the upper right corner;
- A photo (45 mm x 35 mm) shall be printed or glued in the designated place;
- All boxes shall be completely and truthfully filled in pursuant to the instructions for each box;
- The applicant shall pay special attention to the content of a box entitled "Motivational Letter" in which s/he shall briefly describe his/her expectations in terms of future studies, the practical application of the learning and the benefit for the country that has nominated him/her;
- A printed copy of the application form shall be **signed** by the applicant **in his/her own hand**.

3.2 Documents Submitted by Applicants for a Bachelor's and Master's Study Programme Pursued in the Czech Language

Applicants for a Bachelor's and Master's study programme pursued in the Czech language shall submit the following documents in two counterparts through the pertinent Embassy (upon request):
1. Application Form for a Scholarship of the Government of the Czech Republic ("Application Form") that meets the requirements stated in Chapter 3.1;
2. CV with a focus on studies and employment;
3. Photocopy of his/her passport, if issued;

4. Declaration about the Acceptance of the Terms and Conditions Governing the Granting of Scholarships of the Government of the Czech Republic (signed in his/her own hand!);
5. Declaration about the Acceptance of the Terms and Conditions Governing the Provision of Health Services (signed in his/her own hand!);
6. Affirmation on Return to the Sending Country upon Completion of Studies (signed in his/her own hand!);
7. Legalised copy of his/her birth certificate with a legalised translation into the Czech language;
8. Medical confirmation about the applicant's health no more than two months old, with a legalised translation into English or into Czech (a template of the form is given in Annex No. 4);
9. Legalised copy of a foreign certificate (i.e. proof of completed secondary education) with a legalised translation into the Czech language by a sworn translator/interpreter entered in the list of experts and interpreters in the Czech Republic;
10. Document proving the content and scope of education completed at a foreign school (i.e. a list of subjects studied in individual years at a secondary school, duration and/or confirmation of the scope of vocational education) with a legalised translation into the Czech language by a sworn translator/interpreter entered in the list of experts and interpreters in the Czech Republic;
11. Document proving that the school is recognised by the state pursuant to whose legal order the foreign certificate has been issued and that it belongs to its system of education, if this fact is not clear from the foreign certificate, with a legalised translation into the Czech language by a sworn translator/interpreter entered in the list of experts and interpreters in the Czech Republic;
12. Document proving that the foreign certificate entitles the student to pursue university studies in a given foreign country.

Applicants for a Bachelor's and a Master's study programme pursued in the Czech language who have a command of Czech and thus do not wish to undertake the one-year-long language and preparatory studies and who may prove their Czech language knowledge by means of an official document (attestation, certificate or confirmation) shall be registered as substitutes. These applicants shall fill in the electronic application form and shall complete the admission procedure themselves on the dates stipulated by the given university in the Czech Republic. If these applicants present a certificate of enrolment for studies in the Czech language at a university in the given academic year before the given academic year commences or at the latest at its commencement, they may be granted a scholarship from a pool of unused scholarships offered by the Government of the Czech Republic for the given academic year.

If it is not possible to have documents translated into Czech in the country that nominates the applicant pursuant to requirements specified in this Chapter below, applicants may enclose legalised translations into the English language.

3.3 Documents Submitted by Applicants for a Master's Study Programme Pursued in the English Language

Applicants for a follow-up Master's study programme pursued in the English language shall submit the following documents in two counterparts through the pertinent Embassy (upon request):
1. Application Form for a Scholarship of the Government of the Czech Republic ("Application Form") that meets the requirements stated in Chapter 3.1;
2. CV with a focus on studies and employment;
3. Photocopy of his/her passport, if issued;
4. Declaration about the Acceptance of the Terms and Conditions Governing the Granting of Scholarships of the Government of the Czech Republic (signed in his/her own hand!);
5. Declaration about the Acceptance of the Terms and Conditions Governing the Provision of Health Services (signed in his/her own hand!);
6. Affirmation on Return to the Sending Country upon Completion of Studies (signed in his/her own hand!);
7. Legalised copy of his/her birth certificate with a legalised translation into the Czech language;
8. Medical confirmation about the applicant's health no more than two months old with a legalised translation into English or into Czech (a template of the form is given in Annex No. 4);

9. Legalised copy of a foreign diploma, certificate or similar document proving due completion of a Bachelor's study programme with a legalised translation into the Czech language by a sworn translator/interpreter entered in the list of experts and interpreters in the Czech Republic;
10. Legalised copy of a Supplement to Diploma or list of completed lectures and examinations including their scope and grades (marks) achieved with a legalised translation into the Czech language;
11. Additional information proving that the study programme was provided by an institution entitled to provide university education, with a legalised translation into the Czech language by a sworn translator/interpreter entered in the list of experts and interpreters in the Czech Republic;
12. Additional information about the content of foreign university education;

If it is not possible to have documents translated into Czech in the country that nominates the applicant pursuant to requirements specified in this Chapter below, applicants may enclose legalised translations into the English language.

3.4 Documents Submitted by Applicants for a Doctoral Study Programme Pursued in the English Language:

Applicants for a Doctoral study programme pursued in the English language shall submit the following documents in two counterparts through the pertinent Embassy (upon request):
1. Application Form for a Scholarship of the Government of the Czech Republic ("Application Form") that meets the requirements stated in Chapter 3.1;
2. CV with a focus on studies and employment;
3. Photocopy of his/her passport, if issued;
4. Declaration about the Acceptance of the Terms and Conditions Governing the Granting of Scholarships of the Government of the Czech Republic (signed in his/her own hand!);
5. Declaration about the Acceptance of the Terms and Conditions Governing the Provision of Health Services (signed in his/her own hand!);
6. Affirmation on Return to the Sending Country upon Completion of Studies (signed in his/her own hand!);
7. Legalised copy of his/her birth certificate with a legalised translation into the Czech language;
8. Medical confirmation about the applicant's health no more than two months old with a legalised translation into English or into Czech (a template of the form is given in Annex No. 4);
9. Legalised copy of a foreign diploma, certificate or similar document proving due completion of a Bachelor's study programme with a legalised translation into the Czech language;
10. Legalised copy of a Supplement to Diploma or list of completed lectures and examinations including their scope and grades (marks) achieved with a legalised translation into the Czech language;
11. Additional information proving that the study programme was provided by an institution entitled to provide university education, with a legalised translation into the Czech language;
12. Additional information about the content of foreign university education;
and furthermore:
13. Overview of publication activity;
14. Overview of expert topics on which the applicant wishes to focus in the Doctoral study programme;
15. Ideas about the focus of the dissertation thesis (3 to 5 pages long);
16. Two letters of recommendation by professors teaching at an academic institution;
17. If applicable, other documents proving the applicant's qualifications advancement and scholarly/scientific activity to date.

If it is not possible to have documents translated into Czech in the country that nominates the applicant pursuant to requirements specified in this Chapter below, applicants may enclose legalised translations into the English language.

3.5 Documents Submitted by Applicants Who Are Regular Students of an Accredited Study Programme at a University in the Czech Republic at the Time Designated as the Deadline for the Submission of Scholarship Application Forms

Applicants who are regular students at an accredited study programme at a university in the Czech Republic at the time designated as the deadline for the submission of application forms shall submit

the following documents in two counterparts through the Development Cooperation and Humanitarian Aid Department of the Ministry of Foreign Affairs:

1. Application Form for a Scholarship of the Government of the Czech Republic ("Application Form") that meets the requirements stated in Chapter 3.1;
2. CV (information about studies, employment);
3. Photocopy of their passport;
4. Declaration about the Acceptance of the Terms and Conditions Governing the Granting of Scholarships of the Government of the Czech Republic (signed in his/her own hand!);
5. Declaration about the Acceptance of the Terms and Conditions Governing the Provision of Health Services (signed in his/her own hand!);
6. Affirmation on Return to the Sending Country upon Completion of Studies (signed in his/her own hand!);
7. Medical confirmation about the applicant's health no more than two months old with a legalised translation into English or into Czech unless it is issued in the Czech language (a template of the form is given in Annex No. 4);

and furthermore:

8. Study confirmation issued by the pertinent university where they currently study;
9. Document stating all the results of his/her studies to date;

Applicants for a Doctoral study programme scholarship shall also submit the following:

10. Overview of expert topics on which the applicant wishes to focus in the Doctoral study programme;
11. Letter of recommendation by a thesis supervisor/professor at the university where the Doctoral study programme is/will be taking place or a letter of acceptance (i.e. preliminary confirmation of admission) issued by a university in the Czech Republic that shall admit the applicant as a holder of a scholarship from the Government of the Czech Republic;
12. If applicable, other documents proving the applicant's qualifications advancement and scholarly/scientific activity to date**.**

The Ministry of Foreign Affairs cannot accept applications from applicants who are in the territory of the Czech Republic at the time designated as the deadline for the submission of application forms for a scholarship of the Government of the Czech Republic but who are currently only preparing themselves for their studies at a university (i.e. who are not students of a university in the Czech Republic as yet).

3.6 Recognition of Foreign Secondary Education for the Purposes of University Studies and Elements of Submitted Documents

3.6.1 Recognition of Foreign Secondary Education

Attainment of secondary education with a secondary school-leaving examination is a precondition for admission to a Bachelor's study programme or a Master's study programme that does not follow up on a Bachelor's study program at a university.

In order to fulfil this condition, it is necessary to apply for validation at a Regional Authority that has competence pursuant to the foreign national's place of residence in the Czech Republic (i.e. recognition of the validity of a certificate proving the attainment of secondary education abroad). The application has to contain enclosed documents stated in Chapter 3.2, bullet points 9 to 12.

If the Regional Authority establishes in the validation proceedings that the content and scope of education completed at a foreign school differs substantially in comparison with education pursuant to a similar Framework Educational Programme in the Czech Republic, it shall reject the application.

If the content and scope of education at a foreign school differs partly, the Regional Authority shall order a validation examination by means of which it is going to verify whether the applicant's knowledge and skills are in line with the objectives and content of education pursuant to the pertinent Framework Educational Programme in the Czech Republic. If the applicant fails the validation examination, the Regional Authority shall reject the application for validation.

3.6.2 Elements of Submitted Documents

Unless stipulated otherwise by an international treaty by which the Czech Republic is bound, the authenticity of signatures and stamps on the originals of foreign certificates and the fact that a school is recognised by the state pursuant to whose legal order the foreign certificate has been issued shall be verified by the pertinent Embassy of the Czech Republic and by the Ministry of Foreign Affairs of the state pursuant to whose legal order the foreign certificate has been issued, or by a notary active in the territory of that state (referred to as "super-legalisation").
As for documents proving educational attainment issued in states with which the Czech Republic has concluded a contract on legal assistance in civil matters that contains provisions on mutual recognition of public deeds without the necessity of their further legalisation, the signature and stamp authenticity on the originals of documents proving educational attainment does not have to be verified by the Embassy of the Czech Republic and the Ministry of Foreign Affairs of the state pursuant to whose legal order the foreign certificate has been issued, or by a notary active in the territory of that state. Documents may therefore be submitted without further legalisation.
As for documents proving educational attainment issued in states that have signed the Convention Abolishing the Requirement of Legalization for Foreign Public Documents adopted in The Hague on 5 October 1961 ("Hague Convention"), final legalisation is done by means of an Apostille by the pertinent national body. Further information about what body has the jurisdiction to issue a clause in the form of an Apostille can be provided by the Embassy of the Czech Republic or local authorities of the given state.

3.7 Recognition of Foreign University education and Elements of Submitted Documents

3.7.1 Recognition of Foreign University education

Attainment of university education in a Bachelor's study programme is a precondition for admission to a follow-up Master's study programme. Attainment of university education in a Master's study programme is a precondition for admission to a Doctoral study programme. In order for an applicant to be admitted to a follow-up Master's or Doctoral study programme, the authenticity of his/her foreign documents proving prior university education has to be recognised in the Czech Republic. A certificate proving foreign university education, which is equal to a certificate proving Bachelor's or Master's education under an international treaty by which the Czech Republic is bound, shall be valid for the admission procedure without any further official validation.
A certificate on the recognition of foreign university education or its part in the Czech Republic shall be issued by a university that pursues a study programme with a similar content upon an application submitted by a graduate of a foreign university that the applicant may either submit himself/herself or through a representative. Further information on the recognition of foreign university education can be found on the relevant university website.

3.7.2 Elements of Submitted Documents

Unless stipulated otherwise by an international treaty, the authenticity of signatures and stamps on the originals of diplomas and other documents proving attained education has to be legalised by the Ministry of Foreign Affairs of the state where the university that has issued the certificate has its seat, or by a pertinent foreign body and Embassy of the Czech Republic in/for the country where the university that has issued the diploma has its seat (referred to as "super-legalisation").
As for diplomas and other documents proving educational attainment issued in states with which the Czech Republic has concluded a contract on legal assistance in civil matters that contains provisions on the mutual recognition of public deeds without the necessity of their further legalisation, the signature and stamp authenticity on the originals of documents proving educational attainment does not have to be verified by the Embassy of the Czech Republic and the Ministry of Foreign Affairs of the state pursuant to whose legal order the foreign certificate has been issued, or by a pertinent authority of the state where the university has its seat. Documents may therefore be submitted without further legalisation.
As for diplomas and other documents proving educational attainment issued in states that have signed the Convention Abolishing the Requirement of Legalization for Foreign Public Documents adopted in

The Hague on 5 October 1961 ("Hague Convention"), final legalisation is done by means of an Apostille by the pertinent body of the state. Further information about what body has the jurisdiction to issue a clause in the form of an Apostille can be provided by the Embassy of the Czech Republic or local authorities of the given state.

4 Arrival in the Czech Republic

Students must arrange their arrival in the Czech Republic in such a way that they can commence their studies on the date laid down in the Decision on Granting a Scholarship. Studies may be commenced later only if there are serious objective obstacles that prevent the nominated student from travelling to the Czech Republic. The nominated student shall provide notification of these circumstances in writing and shall demonstrate them sufficiently in advance, but no later than within 30 days from the date of commencement laid down in the Decision on Granting a Scholarship.
If the date of commencement of the stay is changed after the proof of objective obstacles that prevent the nominated student from commencing his/her studies on the due date, the receiving party may book accommodation at a different address than the one stated in the accommodation information.
If a student does not commence studies within 30 days from the date of commencement of the stay laid down in the Decision on Granting a Scholarship without proper justification, both the scholarship and accommodation booking shall be cancelled after the 30-day time limit from the date of commencement laid down in the Decision on Granting a Scholarship has elapsed.
Each student shall e-mail the following information to vladni.stipendia@dzs.cz:
- Scheduled arrival date; or
- That s/he shall not use the scholarship and shall not travel to the Czech Republic (as soon as s/he learns of this situation).
Upon arrival in the Czech Republic each student shall register (check in) as a government scholarship holder, i.e. s/he shall fill in his/her Personal Information Sheet and shall receive a student number. All government scholarship holders are registered by a pertinent employee of the International Student Office of the Institute for Language and Preparatory Studies of Charles University. If a student has not registered at the International Student Office, the registration shall be done by an employee of the pertinent university who is in charge of enrolment.
Upon arrival in the Czech Republic students must be prepared to pay initial expenses of CZK 3,000 to 5,000 for administrative fees related to their studies and/or additional expenses according to their needs (e.g. clothing, translations, document legalisation, etc.).
Before departing for the Czech Republic, students should take into account the Central European climate and bring adequate clothing. Temperatures in winter (December-March) may drop to -20 °C (-4 °F).

4.1 Arrival of Scholarship Holders Admitted to Studies in the Czech Language

Government scholarship holders admitted to study at the Institute for Language and Preparatory Studies of Charles University shall travel to the International Student Office at their own cost after they arrive in the Czech Republic.
The International Student Office is a centre established by the Institute for Language and Preparatory Studies that is open at the time scheduled for student arrival and that provides assistance to government scholarship holders upon their arrival in the Czech Republic.
During the scheduled student arrival period the International Student Office is in operation 24 hours a day, 7 days a week. Students are given all the help they need, receive further instructions and information and assistance with arranging transportation to the pertinent Study Centre of the Institute for Language and Preparatory Studies located outside of Prague, with their registration and with their statutory obligation to register in the Czech Republic.

Each student shall notify an official of the International Student Office of the date and approximate time of his/her scheduled arrival in the Czech Republic by phone: +420 608 437 591 or by e-mail: tranzit@ujop.cuni.cz. The International Student Office has its seat on the 9th floor of the Krystal Hotel, José Martího 2/407, 162 00 Prague 6 – Veleslavín.
GSM: +420 608 437 591, or Krystal Hotel reception desk: +420 220 563 411.

4.2 Arrival of Scholarship Holders Admitted to Studies in the English Language Who Immediately Commence Their Studies

Upon arrival in the Czech Republic at the International Student Office, government scholarship holders shall, at their own cost, travel to the seat of the university where they have been admitted to study, shall accommodate themselves at the address laid down in the Decision on Granting a Scholarship, shall comply with the obligation to register in the Czech Republic within 3 days from their arrival in the Czech Republic if the accommodation facility does not do it for them, and shall enrol for studies at the pertinent university/Faculty where the study programme for which they have been granted the scholarship is provided. The students may also make use of further services provided by the International Student Office (e.g. registration, accommodation upon arrival in the Czech Republic before they travel to the seat of the university) if they request those services well in advance at the following e-mail addresses: vladni.stipendia@dzs.cz and tranzit@ujop.cuni.cz.

5 Language and Preparatory Studies

Before commencing a specific study programme at a university in the Czech language, applicants are granted a scholarship for a one-year-long study in a prep year at the Institute for Language and Preparatory Studies of Charles University.
In the course of their language and preparatory studies students shall make arrangements to have their foreign secondary education recognised, submit an application to study at a university and go through the admission procedure for the on-site mode of study of a Bachelor's or Master's study programme at a university.
Upon admission to a university students are obliged to submit an application without delay through their Institute for Language and Preparatory Studies to the Study Department of the Centre for International Cooperation to issue a Decision on Granting the Scholarship for a regular period of study of the study programme into which they have been admitted. The scholarship holder shall supplement the application form with a certificate proving completion of a one-year language and preparatory studies course for the study at universities (if the student does not provide the required certificate, a B2 level Czech Language Certificate Exam (CCE) pursuant to the Common European Framework of Reference shall also be accepted; however, an incomplete application form shall be disregarded). On the basis of a complete application form a Decision on Granting the Scholarship shall be issued to the student to support his/her studies of a specific field of study in a specific study programme for a regular period of study.

6 Material and Financial Provision for Scholarship Holders

Scholarships of the Government of the Czech Republic are granted upon a Decision of the Ministry of Education, Youth and Sports to promote studies in the Czech language, i.e. Bachelor's study programmes (three- to four-year-long programmes), Master's study programmes (four- to six-year-long programmes); to promote studies in the English language, i.e. selected follow-up Master's study programmes (one- to three-year-long programmes), selected Doctoral study programmes (three- to four-year-long programmes); and to promote one-year-long language and preparatory studies for those scholarship holders who have applied for a scholarship to pursue their studies in the Czech language.
A government scholarship holder who has successfully completed studies of a Bachelor's study programme in the Czech language and has been continuously admitted to study a follow-up Master's study programme in the Czech language may be granted a scholarship also for the follow-up Master's study programme in the Czech language. A government scholarship holder who studies the last grade of a Master's study programme and wishes to continue his/her studies and pursue a Doctoral study programme following successful completion of Master's study shall submit a new application for granting a scholarship for the period of study of the Doctoral study programme, i.e. s/he shall fill in an electronic application form at http://registr.dzs.cz/registr.nsf by 30 September of the year prior to the given academic year at the latest (see Chapter 2). Scholarships are granted for the full-time mode of study of a specific study programme/field of study pursued by a given university (or its Faculty) for a period that equals the regular duration of study. Scholarships are not transferable to other persons or other academic years. Once a scholarship is granted, neither the university nor the study programme, field of study and/or language of study may be changed (i.e. if a scholarship has been granted to support the studies of a Bachelor's study

programme pursued in the Czech language, a scholarship may not be granted to support the studies of a follow-up study programme pursued in the English language).

If a student fails to accept a Decision on Granting a Scholarship and fails to confirm its acceptance, the scholarship cannot be paid to him/her.

Scholarship is paid to the student for a period laid down in the Decision by the Ministry of Education, Youth and Sports unless the entitlement to the scholarship ceases for any reason (see Chapter 7).

Scholarship granted for a Bachelor's study programme upon a Decision of the Ministry of Education, Youth and Sports can be paid to the student during the whole period laid down in the Decision, i.e. even during the holidays after the completion of the Bachelor's studies if the student proves that s/he has been admitted to a follow-up Master's study programme in the following academic year and if s/he is in the territory of the Czech Republic during this period. Government scholarship holders who have completed their Master's studies and have been immediately granted a scholarship for a Doctoral study programme shall follow the same procedure.

The scholarship covers the necessary costs related to staying and studying in the Czech Republic. The scholarship amount is regularly amended. Currently the amount paid to students on a Bachelor's, Master's or follow-up Master's study programme stands at CZK 14,000 per month, whereas the amount paid to students of a Doctoral study programme stands at CZK 15,000 per month.
The above scholarship amount includes an amount designated for the payment of accommodation costs.

Costs of accommodation, food and public transport are covered by scholarship holders from the scholarship under the same conditions that apply to students who are citizens of the Czech Republic.
Should health services exceeding standard care be required by the student, s/he shall cover them at his/her own cost. More information can be found in Chapter 9.

If a foreign scholarship holder exceeds the regular period of study and/or the period for which scholarship has been granted to him/her, s/he shall lose the status of a government scholarship holder. Like a citizen of the Czech Republic, s/he shall thereafter be obliged to pay the fees designated by the school for prolonging his/her studies at his/her own cost. After payment of the government scholarship is terminated, the student may stay in the territory of the Czech Republic only at his/her own responsibility if s/he arranges and pays for all the requirements related to obtaining a residence permit to stay in the Czech Republic, his/her study, provision of health services, accommodation and food, etc. at his/her own cost. The same applies if a student interrupts his/her studies.

Travel expenses for travelling to the Czech Republic and back to the student's home country are paid by the party that nominated the student to study in the Czech Republic or by the foreign national at his/her own cost.

7 Cessation of Entitlement to Scholarship

A foreign national shall not be entitled to a scholarship granted pursuant to the Ministry of Education, Youth and Sports scholarship programme and payment shall not be made:

1. During his/her absence from the territory of the Czech Republic if this absence lasts longer than 30 consecutive calendar days and is not part of specific study obligations outside the territory of the Czech Republic (starting from the month in which the foreign national has completed the time limit of 30 calendar days of consecutive absence from the territory of the Czech Republic).
2. During the interruption of his/her studies (starting from the calendar month that follows the month in which the interruption commenced).
   If a foreign national is not present in the territory of the Czech Republic in a given month for more than 15 calendar days for other than study reasons and if his/her entitlement to the scholarship does not cease pursuant to paragraph 1 or 2, only a half of the granted monthly scholarship amount shall be paid to him/her in that month.

3. After ending his/her studies. If a foreign national duly completes his/her study programme, scholarship payment shall be terminated from the month following the month when the foreign national completed his/her studies. In other cases scholarship payment shall be terminated from the first month following the month when his/her studies were ended.
4. If a foreign national does not enrol in his/her studies within the given time limit (i.e. within 30 calendar days from the date when s/he is to commence his/her studies as stated in the given Decision on Granting a Scholarship).
5. If a foreign national obtains a permanent residence permit to reside in the Czech Republic (starting from the calendar month that follows the month when the above decision was issued).
6. In addition, the entitlement to a scholarship shall cease on the day on which another Decision on Granting a Scholarship to the given foreign national (amending the previous Decision) issued by the Ministry of Education, Youth and Sports comes into force and effect, as well as upon his/her own initiative based on a change to the facts that were decisive for the assessment of the original scholarship application or based on the discovery that data stated in the original application and submitted documentation was false.

Scholarship payment shall also be terminated if a foreign national:

7. Discontinues his/her studies;
8. Is expelled from his/her studies;
9. Obtained the Decision on Granting a Scholarship as a result of fraudulent conduct or as a result of stating incorrect data;
10. Pursues other activities that are contrary to legal regulations valid in the Czech Republic;
11. Is asked to return to the country of origin by the Ministry of Education, Youth and Sports upon a proposal from the Ministry of Health ("MH") on grounds of a severe disease that requires long inpatient care or costly treatment;
12. Is a national of the Czech Republic or of a Member State of the European Union;
13. Scholarship payment may also be terminated upon a written statement from the rector or dean, or other employee of a university authorised by them, stating that the foreign national is not complying with his/her study obligations vis-à-vis the paid scholarship in an adequate or satisfactory manner (e.g. the number of credits gained in a given period/semester is low compared to the standard, participation in tuition is lower than 80%, etc.)

If scholarship payment has been terminated, the foreign national is obliged to return to his/her home country without delay.

8 Residence of Foreign Nationals in the Czech Republic

A foreign national (government scholarship holder) may travel to the Czech Republic only after s/he has applied for the issue of a long-term residence permit for the purposes of study, and his/her application has been approved through an Embassy of the Czech Republic. A long-term residence permit has to be applied for at the Embassy; an application may be submitted in the Czech Republic only if the foreign national holds a long-term visa for the same purpose or if a long-term residence permit has been issued to him/her for another purpose. Specific up-to-date information about the elements that have to be enclosed with the application for the issue of a long-term residence permit shall be provided by the pertinent Embassy of the Czech Republic upon request. Information is also available at the Ministry of the Interior website at www.mvcr.cz/clanek/informace-pro-skoly.aspx (Services for the Public, Information for Foreign Nationals, Information for Schools and Students).
The government scholarship holder shall enclose the Ministry of Education, Youth and Sports Decision on Granting a Scholarship in the Czech language with his/her application for the issue of a long-term residence permit. This Decision serves as a document demonstrating the purpose of his/her stay in the territory of the Czech Republic as well as a certificate of having sufficient funds for his/her stay and the reimbursement of any health services that are required. A certificate of accommodation issued by the accommodating facility shall also be enclosed.

If the application for the issue of a long-term residence permit is approved, the Embassy of the Czech Republic shall furnish the foreign national's passport with a visa that entitles him/her to reside in the territory of the Czech Republic until a residence permit certificate is issued.

Upon his/her arrival in the Czech Republic the foreign national is obliged to come in person to the pertinent regional office of the Asylum and Migration Policy Department of the Ministry of the Interior within 3 working days from entering the country. A date shall be agreed with him/her there when his/her biometric data shall be provided (i.e. a photo of his/her face and his/her fingerprints), which are necessary for issuing his/her residence permit certificate, and on that occasion s/he may also fulfil his/her duty to notify of his/her place of residence in the Czech Republic.

A foreign national who resides in the territory of the Czech Republic on the basis of a long-term residence permit is obliged to notify the pertinent regional office of the Asylum and Migration Policy Department of the Ministry of the Interior (the office having competence according to the new place of residence) of a change of his/her residence within 30 days from the date when this change occurred, if this change of the place of residence shall be longer than 30 days. At the same time, s/he shall notify the Study Department of the Centre for International Cooperation in Education thereof by e-mail at vladni.stipendia@dzs.cz.

9 Terms and Conditions Governing the Provision of Health Services

Costs of health services provided to government scholarship holders are reimbursed by the Ministry of Health in accordance with Section 180j(4) of Act No. 326/1999 Coll., which makes provision with respect to the residence of foreign nationals in the Czech Republic, as amended. The health services provider shall send an invoice for provided health services to the Medical Insurance Supervision Department of the Ministry of Health, Palackého náměstí 4, 128 01 Prague 2, in order to have them reimbursed.

Like citizens of the Czech Republic, government scholarship holders have to pay regulatory fees when they see a medical doctor. Healthcare is provided to government scholarship holders in the same scope and under the same conditions that apply to Czech citizens (subject to an exemption stated in the last paragraph).

Upon arrival in the Czech Republic and before commencing their studies (at the latest one month from arrival), government scholarship holders have to undergo an initial medical examination. If this medical examination or any other check-up during the studies establishes that a government scholarship holder suffers from a severe disease that requires long inpatient care or costly treatment, the attending doctor is obliged to notify the Ministry of Health of this fact.

Severe diseases include, among other things, the following conditions: all types of tuberculosis, leprosy, plague, any venereal disease at any stage, neurosis, psychopathy, psychosis, epilepsy, post-traumatic condition, more severe forms of a nutrition disorder, severe cardiovascular disorders, chronic respiratory diseases, urinary diseases, kidney diseases, liver diseases, alimentary diseases, cancer, active cases of trachoma, acute parasitic disease, post-malaria condition, post-rheumatic fever condition, etc.

The Ministry of Health may submit a proposal to the Ministry of Education, Youth and Sports to repatriate a government scholarship holder on health grounds if a disease is established in the student during the initial medical examination or at any time during his/her studies that is contraindicated for such studies. Upon this proposal, the Ministry of Education, Youth and Sports shall ask the government scholarship holder to return to his/her home country within a given deadline and shall terminate scholarship payment.
The student shall lose his/her status of a government scholarship holder as of the date when scholarship payment is terminated and from the following day onwards shall cover all the costs related to his/her treatment and stay in the territory of the Czech Republic.

The Ministry of Health **shall not reimburse health services related to pregnancy**, delivery and childcare to female government scholarship holders. If pregnancy is established in a female government scholarship holder, it is recommended that she should discontinue her studies and return to her homeland for the necessary period of time. If the student decides to continue her studies, it is her duty to effect travel health insurance for herself and her baby in accordance with the provision of Section 180j(5) of Act No. 326/1999 Coll., which makes provision with respect to the residence of foreign nationals in the Czech Republic, as amended.

10 Obligations of a Government Scholarship Holder

A foreign national who has been granted a scholarship of the Government of the Czech Republic and who has accepted this scholarship is obliged to abide by the rules laid down in the Guidelines for Granting Scholarships of the Government of the Czech Republic and to follow instructions given by the Ministry of Education, Youth and Sports issued in relation to the Government Scholarship Programme and designated for government scholarship holders.
A government scholarship holder is furthermore obliged to:

- Fully focus on his/her studies for which the scholarship of the Government of the Czech Republic was granted;
- Comply with legal regulations valid in the Czech Republic as well as regulations of the university where s/he pursues his/her studies;
- Immediately inform an employee of the Study Department of the Centre for International Cooperation in Education about the following:
    - Changes that have taken place in information stated in the Decision on Granting a Scholarship or that are essential with regard to pursuing studies with a scholarship of the Government of the Czech Republic;
    - Facts that may lead to exceeding the regular period of study (e.g. repetition of a year, study distribution, individual study plan, long illness or serious personal problems, etc.);
    - Problems, difficulties and shortcomings related to the Government Scholarship Programme.
- Share experience and help others, in particular new government scholarship holders, whenever needed;
- Prepare a final report upon ending his/her studies (on any ground) following an e-mail request to do so that contains a link to an online form (a template of the form is given in Annex No. 5);
- Return to the country that sent him/her to the Czech Republic after ending his/her studies;
- Develop the knowledge, experience and friendships gained during his/her studies in the Czech Republic throughout his/her life, and apply his/her learning in practice for the benefit of his/her country.

11 Useful Contact Information

Information about Studies at universities in the Czech Republic: www.studyin.cz

Information about foreign national entry and residence in the Czech Republic: www.mvcr.cz (Services for the public, information for foreign nationals in English: www.mvcr.cz) (useful information in English, Immigration)

Ministry of Foreign Affairs: Loretánské náměstí 5, 118 00 Prague 1, www.mzv.cz

Ministry of Education, Youth and Sports: Karmelitská 7, 118 12 Prague 1, www.msmt.cz

Ministry of Health: Palackého náměstí 4, 128 01 Prague 2, tel.: +420 224 972 508

Centre for International Cooperation in Education: Study Department, Na Poříčí 1035/4, 110 00 Prague 1, www.dzs.cz, e-mail: vladni.stipendia@dzs.cz

Institute for Language and Preparatory Studies: Vratislavova 10, 128 00 Prague 2

Study Centre Poděbrady: Jana Opletala 77, 290 36 Poděbrady

Study Centre Mariánské Lázně: Hlavní 390, 353 67 Mariánské Lázně

International Student Office: Krystal Hotel, José Martího 2/407, 162 00 Prague 6 – Veleslavín
9th floor; tel.: +420 608 437 591, Krystal Hotel reception desk:
+420 220 563 411; e-mail: tranzit@ujop.cuni.cz

Problems with filling in the electronic application form: e-mail: registr@dzs.cz

Annex No 1

D e c l a r a t i o n

about the Acceptance of the Terms and Conditions Governing the Granting of Scholarships
of the Government of the Czech Republic

I.....country.....date of birth.....

as an applicant for a scholarship of the Government of the Czech Republic, hereby represent that I have received and carefully read the Guidelines for Granting Scholarships of the Government of the Czech Republic ("Guidelines"), that I accept the terms and conditions stated in the above Guidelines and that I shall abide by them if I am granted a scholarship upon a Decision of the Ministry of Education, Youth and Sports of the Czech Republic and accept this scholarship.

I am fully aware of the fact that if I fail to meet the terms and conditions stipulated by the Guidelines, the Ministry of Education, Youth and Sports shall terminate scholarship payment. Upon termination of scholarship payment I shall hereby lose the status of a government scholarship holder and shall be obliged to leave the territory of the Czech Republic.

I am furthermore aware of the fact that the Czech Republic shall not cover expenses related to my travel to the Czech Republic and back to my home country upon the completion of my studies, and it shall therefore be my duty to cover those expenses either from my own funds or with the assistance of the government or organisation that sends me to the Czech Republic to pursue my studies.

Done at.....on.....

.....
Signature of the scholarship applicant

On behalf of the Embassy of the Czech Republic received by

Annex No 2

D e c l a r a t i o n

about the Acceptance of the Terms and Conditions Governing the Provision of Health Services

I.....country.....date of birth.....

as an applicant for a scholarship of the Government of the Czech Republic, hereby represent that I have carefully read the terms and conditions for the provision of health services in the Guidelines for Granting Scholarships of the Government of the Czech Republic, and that I accept the above terms and conditions if I am granted the scholarship upon a Decision of the Ministry of Education, Youth and Sports of the Czech Republic and accept this scholarship.

I am fully aware of the fact that the Ministry of Education, Youth and Spots shall terminate scholarship payment if I fail to abide by the stipulated obligations and statutory obligations, or it shall do so upon a proposal of the Ministry of Health if a disease is established that is contraindicated for the studies.

Upon termination of scholarship payment I shall hereby lose the status of a government scholarship holder and shall be obliged to leave the territory of the Czech Republic.

I hereby also grant my intentional, free and informed consent to have my personal data related to my person provided to the Ministry of Health by the health services provider in order to reimburse the health services that have been provided to me. I am aware of the fact that the above data include my name, date of birth, student number, name of my home country, date of treatment or examination (or date of hospital admission and discharge in the case of inpatient care), names and codes of performed treatments, diagnosis and medical report. I grant my consent to the Ministry of Health to process the above data in order to reimburse provided health services. I am also aware of the fact that my consent to provide personal data, which I grant in accordance with Act No. 101/2000 Coll., as amended, is voluntary, I can take it back in writing at any time and I am aware of the implications of withdrawing my consent. Furthermore, I grant my consent to the Ministry of Health to store my personal data even after I complete my studies as part of the scholarship of the Government of the Czech Republic for the necessary period of time.

Done at.....on.....

.....
Signature of the scholarship applicant

On behalf of the Embassy of the Czech Republic received by

Annex No 3

A f f i r m a t i o n

on Return to the Sending Country upon Completion of Studies

I.....country.....date of birth.....

as an applicant for a scholarship of the Government of the Czech Republic, hereby affirm that if I am granted the scholarship upon a Decision of the Ministry of Education, Youth and Sports of the Czech Republic and accept this scholarship, I shall fully focus on my studies during the whole period for which I am granted the scholarship of the Government of the Czech Republic, and that I shall return to the country that nominated me to study in the Czech Republic/to my home country immediately upon completing my studies, and/or after the time limit for scholarship payment has elapsed, and/or after I lose the status of a government scholarship holder on grounds stipulated by the Guidelines, and/or upon termination of scholarship payment upon a Decision of the Ministry of Education, Youth and Sports.

Done at.....on.....

.....
Signature of the scholarship applicant

On behalf of the Embassy of the Czech Republic received by

Annex No 4

Ministry of Education, Youth and Sports of the Czech Republic
Department for International Relations
Karmelitská 529/5, 118 12 Prague 1, tel.: +420 234 811 537, fax: +420 257 193 397

MEDICAL CERTIFICATE

Name and surname of the applicant:

Date of birth:

Address:

1) Is the applicant's health – at the time this medical certificate is issued – such that it will not deteriorate in relation to intensive studies abroad?

2) Has the applicant suffered/Does the applicant currently suffer from any of the diseases given below? If so, please indicate the exact diagnosis, period and development of the disease.

   a) Tuberculosis – please state the results of chest X-rays no more than 6 months old[*)]

   b) Typhoid fever – if yes, please state when bacilli-carriage tests were performed and what their result was

   c) Sexually transmitted infections

   d) Mental disorders

   e) Severe cardiovascular system diseases, including heart disease

   f) Severe respiratory system diseases, including chronic pulmonary disease

g) Severe gastrointestinal system diseases, including liver disease

h) Severe urinary and reproductive systems diseases

i) Any other diseases that require systematic medical monitoring or treatment (e.g. diabetes mellitus, attacks or seizures, neoplasms, etc.)

j) Other remarks by the medical doctor:

Date:

Signature of the medical doctor:

Name of the medical doctor:

Address:

Stamp of the medical doctor:

*) Please write down the results in words and do not enclose X-rays!

Annex No 5

Student No./Kmenové číslo:

Final Report of a Government Scholarship Holder

Závěrečná zpráva stipendisty vlády České republiky

(to be filled in on-line only in Czech or in English)

(vyplňuje se on-line pouze v českém nebo anglickém jazyce)

Name/Jméno:

Country/Země:

University/Veřejná vysoká škola:

Faculty/Fakulta:

Studies/Studium:			
☐Bachelor's/ bakalářské	☐Master's/ magisterské	☐Follow-up Master's/ navazující magisterské	☐ Doctoral/ doktorské

Language of studies/Jazyk studia:		
☐Czech/český	☐English/ anglický	☐ Other (which one?)/jiný (jaký?):

Study programme/Studijní program:

Field of study/Obor studia:

Mode of studies completion/Způsob ukončení studia:		
☐Graduated/ absolvoval	On/dne:	Attained title/dosažený titul:
☐Discontinued/ zanechal studia	On/dne:	Reason/ důvod:
☐Expelled/ vyloučen	On/dne:	Reason/ důvod:

1. Where did you obtain the information about the government scholarship programme? / Kde jste získal/a informace o programu vládních stipendií?

2. What motivated you to study in the Czech Republic? / Co Vás motivovalo studovat v České republice?

3. Can you describe your language preparation before you started your studies at a university / Jak probíhala Vaše jazyková příprava před studiem na veřejné vysoké škole?

4. Where did you stay during your studies (dormitory/flat)? / Kde jste během studijního pobytu bydlel/a (kolej/byt)?

5. What was the price of your accommodation (in CZK per month)? / Cena Vašeho ubytování (v Kč měsíčně).

6. Were you satisfied with your accommodation (in terms of equipment and/or services)? / Byl/a jste s ubytováním (vybavenost, služby) spokojen/a?

7. Did you receive any medical treatment? / Měl/a jste zkušenosti s lékařským ošetřením?

8. Did you experience any problems with the provision and/or reimbursement of health services? / Vyskytly se nějaké problémy s poskytnutím nebo úhradou zdravotních služeb?

9. What was the amount of your scholarship (in CZK per month)? / Jaká byla výše Vašeho stipendia (v Kč měsíčně)?

10. What other resources did you use to fund your studies? / Jakých dalších zdrojů jste využil/a k financování studia?

11. What was your average monthly expenditure during your study stay? (in CZK per month) / Jaké byly Vaše průměrné měsíční výdaje během pobytu? (v Kč měsíčně)		
Of which / z toho:		
Food / stravování:	Accommodation / ubytování:	Study aids / studijní pomůcky:

12. Did you pay any fees to the university? If so, could you describe them? / Platil/a jste škole nějaké poplatky? Pokud ano, jaké?

13. How did the recognition of your previous foreign studies go? Did you face any problems? If so, could you describe them? / Jak probíhalo uznání zahraničního vzdělání? Musel/a jste v souvislosti s tím čelit nějakým problémům? Jakým?

14. What were the benefits of your studies in the Czech Republic? What do you see as the greatest benefit? / Co Vám studium v České republice dalo? Co považujete za největší přínos?

15. How would you like to apply in practice your knowledge and experience obtained during your studies in the Czech Republic? / Jak hodláte znalosti a zkušenosti nabyté při studiu v České republice uplatnit?

16. Do you already have a specific job offer? If so, could you describe it? / Máte již konkrétní nabídku zaměstnání? Pokud ano, uveďte jakou.

17. What are your study/work/personal plans for the nearest future? / Jaké jsou Vaše nejbližší studijní/pracovní/osobní plány?

18. Did you encounter any serious difficulties during your studies in the Czech Republic? If so, could you describe them? / Setkal/a jste se během studia v České republice s nějakými závažnými problémy? Jakými?

19. Do you have any recommendations for your followers, i. e. other government scholarship holders? If so, could you write them down? / Máte nějaká doporučení pro Vaše následovníky – vládní stipendisty? Jaká?

20. Do you have any comments or ideas about the Government Scholarship Programme? / Uveďte Vaše připomínky a nápady k fungování programu stipendií vlády České republiky:

21. Please write down your address and e-mail, so that the Embassy of the Czech Republic in your country of origin can reach you. / Uveďte Vaši adresu a e-mail pro kontakt se zastupitelským úřadem České republiky ve Vaší zemi původu.	
Street address / Ulice, č. p.:	City / Město:
Postcode / PSČ:	Country / Stát:
Personal e-mail / Osobní e-mail:	Tel.:

In / V	Date / Dne:	Signature / Podpis: