

## Rules for Granting Scholarships to Students Enrolled in Doctoral Studies at FoS UHK in Connection with the Definition of Standard and Above-standard Duties of Doctoral Students from 2017 at UHK

The doctoral scholarship is stipulated in Article 5 of the Scholarship Regulations of the University of Hradec Králové. It is awarded to all students of doctoral study programs at FoS UHK in full-time form of study. The doctoral student can also be granted an extraordinary scholarship in connection with above-standard work performance (beyond the standard duties listed below).

### Art. 1

#### Definition of standard duties of a doctoral student:

1. Completion of at least one planned course from the study plan in each semester of study.
2. Teaching **four hours** a week in each semester (applicable for full-time form). This obligation can be replaced by other activities for the department (such as a representation of the faculty and department, seminars for secondary school students, popularization events) in agreement with the head of the relevant department. *Greater involvement in teaching is already considered an extraordinary obligation.*
3. Attendance at the faculty for at least **32 hours per week** divided into at least **4 days** (applicable for full-time form of study). *The specific time limit for the presence of a doctoral student at the workplace is decided by the supervisor in agreement with the head of the department under whose program the study is accredited.*
4. Beginning with the second year of study, it is the student's responsibility to publish **at least one** article (100% share of a doctoral student) in a SCOPUS indexed journal or Thomson ISI WoS during each year of study. The supervisor is not counted as a co-author in this case, while another doctoral student or author generally decreases the share equally (100%/number of authors).

The amount of the scholarship awarded reflects the degree of fulfilment of these standard obligations. If a regular yearly or extraordinary evaluation of a doctoral student states that some parts of the individual study plan or the above-defined standard duties of the doctoral student have not been fulfilled without serious reasons, the Dean can, after consultation with the doctoral student supervisor, reduce the doctoral scholarship or stop the payment of the doctoral scholarship completely. This change is effective from the

following calendar month and is valid until the next regular annual or extraordinary evaluation of the doctoral student.

## Art. 2

### **Definition of above-standard duties of a doctoral student to qualify for an extraordinary scholarship:**

Type of above-standard activity	Remuneration for declared quantity (CZK)
Teaching beyond the standard extent *)	CZK 200 per hour
Management of each bachelor thesis	CZK 2,000 per semester
Publishing articles in a magazine included in the SCOPUS or WoS database.	Financial remuneration according to the <i>Dean's Decision No. 3/2017</i> .
Another representation of the faculty**)	The financial remuneration is determined according to the student's activity report submitted to the Assistant of the Dean.

\*) To calculate the remuneration for above-standard teaching and supervised bachelor thesis for the previous period (completed semester), it is always necessary to create a list of doctoral students implementing the teaching at the relevant department with a declaration of quantity. Such a list is submitted by the *head of the relevant department to the Vice-Dean for Education and Internal Affairs*, who will ensure payment of the scholarship after approval.

\*\*) If such representation of the faculty is a substitute for non-realized compulsory teaching, according to paragraph 2 of Art. 1, then the financial reward cannot be claimed.

Hradec Králové on 19/6/2017

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