

**Full texts of internal rules  
of Comenius University in Bratislava, Faculty of Law**

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**Full Text of Internal Regulation No. 6/2020**

Approved by Academic Senate of Comenius University  
in Bratislava, Faculty of Law

**Scholarship code of Comenius University in  
Bratislava, Faculty of Law as amended by the  
Supplement No. 1**

**(full text)**



**Year 2020**

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In accordance with Article 47 (13) of the Statute of Comenius University in Bratislava, Faculty of Law, the Dean of Comenius University in Bratislava, Faculty of Law, in coordination with the Chairman of the Academic Senate of Comenius University in Bratislava, Faculty of Law, publishes the full text of an internal rule approved by the Academic Senate of Comenius University in Bratislava, Faculty of Law, the Scholarship code of Comenius University in Bratislava, Faculty of Law as amended by the Supplement No. 1 (full text):



## **PART I RECITALS**

### **Article 1 Subject Matter**

The Scholarship code regulates

- a) Particulars on the procedure of awarding and provision of a social scholarship to the Faculty students,
- b) The procedure of awarding and provision of an incentive scholarship to the Faculty students,<sup>1</sup>
- c) Conditions for provision of scholarships from the Faculty's own resources,<sup>2</sup>
- d) Particulars on provision of loans to the Faculty students from the scholarship fund,<sup>3</sup>
- e) Particulars on provision of Faculty Dean awards to the Faculty students and Faculty graduates,<sup>4</sup>
- f) Particulars on establishment, structure and usage of the scholarship fund of the Faculty, and
- g) Particulars on provision of scholarships to the Faculty students of the doctorate study programmes in a daily study form.

### **Article 2 Types of Scholarship**

- (1) Scholarships stand for a direct form of social assistance provided to the students.<sup>5</sup>
- (2) Comenius University in Bratislava (hereinafter referred to as „CU“) provides the students with<sup>6</sup>
  - a) Social scholarships from the sources provided for this purpose from the state budget,
  - b) Incentive scholarships from the sources provided for this purpose from the state budget,
  - c) Scholarships from own sources.
- (3) CU awards students with an incentive scholarship from the special- purpose means of the state budget<sup>7</sup>
  - a) in the study programmes stipulated in the methodology of the state budget grants allocation for the public higher education institutions for the respective calendar year, issued by the Ministry of Education, Science, Research and Sport of the Slovak Republic (hereinafter referred to as „a programme scholarship“),

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<sup>1</sup> Higher Education Act S 96a (4), Article 10 par. 1(g) of the Statute of CU Faculty of Law.

<sup>2</sup> Higher Education Act S 97 (2), Article 10 par. 1(g) of the Statute of CU Faculty of Law.

<sup>3</sup> Higher Education Act S 101 (3).

<sup>4</sup> Article 43 of the Statute of CU Faculty of Law.

<sup>5</sup> Higher Education Act S 94 (2).

<sup>6</sup> Higher Education Act S 95.

<sup>7</sup> Higher Education Act S 96a.

- b) for excellent study results (hereinafter referred to as „a merit scholarship“),
  - c) for excellent achievements in the studies, research, development, artistic or sport activity (hereinafter referred to as „a special scholarship“).
- (4) CU or an external educational institution provides the students of the daily doctoral study programmes with a scholarship (hereinafter referred to as „a doctoral scholarship“).
- (5) After meeting the conditions stipulated by this Scholarship code or the CU Scholarship code, a student can be awarded with multiple scholarships in the respective academic year.

## **PART II**

### **SOCIAL SCHOLARSHIPS PROVIDED BY THE STATE BUDGET**

#### **Article 3**

#### **Awarding the Social Scholarship**

- (1) Students of the study programmes of the first and second grades, and the study programmes pursuant to Section 53 (3) of Act on Higher Education, with the permanent residence in the Slovak Republic, or who were provided with subsidiary protection, the social scholarship is awarded based on compliance with the stipulated conditions. The social scholarship contributes to reimbursement of the study-related costs. A student is legally eligible for the social scholarship.<sup>8</sup>
- (2) The social scholarship shall not be awarded to a student
- a) who studies the first grade study programme, if he/she has already achieved higher education of the first grade,
  - b) who has already achieved higher education of the second grade,
  - c) who has been provided with the social scholarship in the respective year of the study, or its part, in the study programme of the respective grade of higher education; for the purpose of this paragraph, the first three years of study in the study programmes pursuant to Section 53 (3) of Act on Higher Education are considered as the first grade study programme, and the fourth and following years as the second grade study programme, while the fourth year of the study programme is, pursuant to Section 53 (3) of Act on Higher Education for the purpose of this paragraph, considered as the first year of the second grade study programme, and the following years accordingly; the period in which a student was provided with the social scholarship in the respective year, shall be rounded up to full years,
  - d) who is studying the respective study programme longer than the standard study period,
  - e) who is an external student.<sup>9</sup>

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<sup>8</sup> Higher Education Act S 96 (1).

<sup>9</sup> Higher Education Act S 96 (2).

- (3) A student with specific needs can be awarded with the social scholarship even after exceeding the standard study period, if this is caused by his/her disability.<sup>10</sup>
- (4) An income being a decisive element to assess entitlement to the social scholarship, the addressees assessed jointly, the income limit for social scholarship entitlement, the amount of income and other particulars on social scholarship awarding is regulated by a legislative act of general application issued by the Ministry of Education, Science, Research and Sport of the SR (hereinafter referred to as „Ministry of Education“).<sup>11</sup>
- (5) The process of decision- making on the social scholarship is regulated by Act No. 71/1967 Coll. on Administrative Proceedings (the Administrative Code) as amended (hereinafter referred to as „Administrative Code“).
- (6) Entitlement on social scholarship awarding is subject to the decision of the Dean of the Faculty.<sup>12</sup>
- (7) A written application on the social scholarship awarding shall be submitted by a student in a prescribed form to the Dean via the Registrar’s Office to the Study Department of the Faculty or another organizational unit of the Faculty entrusted with maintenance of the scholarship agenda (hereinafter referred to as „the Study Department“) which he/she enrolled to. A student enrolled to a number of faculties can apply for the social scholarship only at one of them. An application shall be submitted in the academic year respective to the social scholarship, while it is possible to award more than one social scholarship in the respective period.<sup>13</sup>
- (8) A student who applied for the social scholarship is in charge of correctness of the data enlisted in the application.
- (9) A decision on the social scholarship award shall be issued in writing pursuant to Section 47 of the Administrative Code.
- (10) Provided a student does not comply with the conditions set for being awarded with the social scholarship, the Dean shall not award the social scholarship.<sup>14</sup>
- (11) The Faculty provides the social scholarship in monthly payments not later than the tenth day of the respective calendar year onto a bank account located in the Slovak Republic with the number of account enlisted by the student in the social scholarship application.<sup>15</sup>

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<sup>10</sup> Higher Education Act S 96 (3).

<sup>11</sup> Decree of Ministry of Education of the SR No. 102/2006 Coll. on social scholarship awarding to higher education students as amended.

<sup>12</sup> Higher Education Act S 96 (6), Article 65 par. 3 of the CU Statute, Article 22 of the Statute of the Faculty of Law of CU.

<sup>13</sup> S 6 of Decree of Ministry of Education of the SR No. 102/2006 Coll. on social scholarship awarding to higher education students as amended.

<sup>14</sup> Higher Education Act S 96 (6), second sentence.

<sup>15</sup> Higher Education Act S 96 (7).

- (12) A social scholarship taken over unlawfully must be paid back by the student pursuant to a specific regulation.<sup>16</sup>

#### **Article 4 Appeal**

- (1) Pursuant to Article 3 par. 9, a student may appeal against the decision according to Section 53 to 60a of Administrative code.
- (2) An appeal shall be submitted to the Dean. The Dean may decide on the appeal on his own, if the appeal is upheld in its full extent. If the Dean does not decide on the appeal, he/she shall submit it together with the results of the complemented procedure and the files to the Ministry of Education which is a body of appeal in making decisions on social scholarships not later than 30 days from the date he/she received the appeal, and he/she will inform the party to the proceedings accordingly.

### **PART III INCENTIVE SCHOLARSHIPS FUNDED BY THE STATE BUDGET**

#### **Article 5 Awarding the Study Programme Scholarship**

The Faculty shall award the study programme scholarship to the students of daily studies in the study programmes stipulated in the methodology of the schedule of appropriations from the state budget for public higher education institutions for the respective calendar year issued by the Ministry of Education. If there is a possibility to award the study programme scholarship in the study programme of law, the awarding shall follow the Scholarship code of CU.

#### **Article 6 Awarding the Merit Scholarship**

- (1) The Faculty shall award the merit scholarship to the students of daily and external studies
- a) Bachelor's study programmes starting with the second year of studies, and
  - b) Master's study programmes started with the first year of studies.
- (2) The merit scholarship cannot be awarded to a student who exceeded the standard study period set for the respective study programme in the respective academic year.
- (3) The merit scholarship shall be awarded to a student of the Bachelor's study programme and a student of the Master's study programme in the second and the following year of studies for excellent fulfilment of study obligations in the previous academic year,

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<sup>16</sup> S 451 to 459 of Act No. 40/1964 Coll. Civil Code as amended.

provided he/she acquired at least 54 credits in the daily study form, or 41 credits in the external study form.

- (4) The merit scholarship shall be awarded to a student of the Master's study programme in the first year of the studies for excellent fulfilment of study obligations in the last year of the standard study period of the Bachelor's study programme, provided he/she completed it at the Faculty in the immediate previous academic year, and acquired at least 54 credits in the daily study form, or 41 credits in the external study form including the state examination credits (state examination).
- (5) The number of acquired credits does not include the credits acquired for the subjects that have not been recognized, apart from the subjects recognized upon an approved foreign mobility.
- (6) Students shall be enlisted into the ranking list from the lowest weighted study average up to the highest weighted study average. The Faculty makes special ranking lists for the daily study form and the external study form, separately for the Bachelor's study programmes and separately for the Master's study programmes, while the Master's study programme in English language has a special ranking list and the Bachelor's study programme in English language has a special ranking list.
- (7) Besides the study programmes in English language, the Dean awards the merit scholarship to no more than 10% of students in the respective ranking list. The Dean follows the procedure set in Article 8 par. 2 in merit scholarship awarding.
- (8) The Dean shall not award the merit scholarship to the students whose weighted study average being decisive for the merit scholarship award exceeds 1,30 in the daily study form and 1,50 in the external study form; this does not apply to the students studying the study programme in English language.
- (9) In case of equal weighted study average, the Dean shall consider other criteria in the order as follows:
  1. Weighted study average in compulsory subjects and compulsory optional subjects in the evaluation period,
  2. An average number of terms needed for successful completion of compulsory subjects and compulsory optional subjects in the evaluation period.
- (10) The merit scholarship shall be awarded without application submission, when a student meets the award criteria stipulated in this article.
- (11) The amount of the merit scholarship and the limit to the merit scholarship awarding for the respective ranking list is defined by the Dean, so that the amount of the merit scholarship for students studying in the study programmes in Slovak language actually equals to the amount of the assumed merit scholarship stipulated in a grant contract. As for the students studying study programmes in English language, the Dean may stipulate the amount of the scholarship in a differentiated manner, and thus to the amount of 100% of the due tuition fee.



- (12) The decision of the Dean on the merit scholarship award is definitive, and it is not possible to appeal against it.
- (13) The merit scholarship is awarded until 15 November of the respective academic year, and is provided as a single payment until the end of the respective calendar year.
- (14) Once the merit scholarship is awarded, the Faculty shall publish on the official display of the Faculty and on the website of the Faculty without further delay and for the period of at least 14 days
  - a) the threshold of the weighted study average for the merit scholarship awarding in the respective ranking lists, and
  - b) the manner a student, who is of an opinion that he/she meets the criteria to be awarded with the merit scholarship, can object the merit scholarship rejection; unless this manner is otherwise indicated, a student can object the merit scholarship rejection via an electronic form.<sup>17</sup>

## **Article 7**

### **Awarding the Extraordinary Scholarship**

- (1) The Faculty awards the extraordinary scholarship to students of all grades and all study forms.
- (2) The extraordinary scholarship can be awarded for
  - a) An extraordinary study result,
  - b) An extraordinary research or development result,
  - c) An extraordinary result in an art activity; an extraordinary result in an art activity stands for primarily an extraordinary performance or successful representation of the Faculty, CU or the Slovak Republic in an art competition, or
  - d) An extraordinary result in sports; an extraordinary result in sports stands for an extraordinary sports performance or successful representation of the Faculty, CU or the Slovak Republic in a sports competition.
- (3) The extraordinary scholarship can be awarded only once for the same result or for a result achieved in a respective competition year, or a competition round.
- (4) The awarding
  - a) of the Rector's academic recognition for achieving extraordinary results in studies, research, development, artistic or sport activities is accompanied by an extraordinary scholarship award pursuant to par. 2,
  - b) of the Rector's academic recognition for exemplary fulfilment of study duties is accompanied by an extraordinary scholarship award according to par. 2a,

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<sup>17</sup> Directive of the Dean of the Faculty of Law, Comenius University, regulating particulars on electronic submission of applications and other filings and decision issues in an electronic form in the proceedings of the matters of students' rights and obligations („Directive on e-Faculty“) (Internal rule No. 5/2017).

- c) of the Rector's prize for an excellent diploma paper is accompanied by an extraordinary scholarship award according to par. 2a.<sup>18</sup>
- (5) An extraordinary scholarship award does not require application submission. The Dean decides on an extraordinary scholarship award principally from his own initiative, upon a proposal of a Vice-Dean, a head of a department or a director of an institute, or a member of the Academic Senate of the Faculty; the Dean is not committed to the proposal.
- (6) An extraordinary scholarship is awarded by the Dean.
- (7) A student is not legally eligible for awarding an extraordinary scholarship. A Dean's decision on an extraordinary scholarship award is final and it is not possible to appeal against it.

### **Article 8**

#### **Common Provisions on Incentive Scholarships**

- (1) A reference date for stipulating the number of students of the Faculty to be awarded with incentive scholarships is set for 31st October of the respective academic year.
- (2) A sum of the number of students who were awarded the merit scholarship in the respective calendar year, and the number of students awarded the extraordinary scholarship in the respective calendar year cannot exceed 10% of the overall number of the Faculty students.<sup>19</sup>
- (3) For the purposes of the incentive scholarship awarding, the students of the common study programme, especially the study programme of Economy and Law, and the study programme of Law and Economy, are considered to be the Faculty students, provided the agreement on a study programme implementation stipulates that the Faculty provides the students with the incentive scholarships.
- (4) The Dean may decide not to award the incentive scholarship to a student who, pursuant to the CU Disciplinary Rules for students, was
- a) lawfully imposed a disciplinary measure of conditional exclusion from the studies, and at the time of the decision on the incentive scholarship award, the probation period stipulated in a decision on imposing a disciplinary measure has not yet lapsed,
  - b) lawfully imposed a disciplinary measure of reprimand in the academic year preceding the academic year in which the incentive scholarship is being awarded,
  - c) lawfully imposed a disciplinary measure of reprimand in the academic year in which the incentive scholarship is being awarded.

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<sup>18</sup> Pursuant to Art. 15, par. 4 of the Scholarship code of CU, an extraordinary scholarship accompanied by the Rector's academic recognition, or the Rector's prize for an excellent diploma paper, shall be awarded by the Dean only if the Rector does not decide on an one-off scholarship award from the CU Rectorate's own sources.

<sup>19</sup> Higher Education Act S 96a (3) second sentence.

**PART IV**  
**SCHOLARSHIPS FROM OWN SOURCES OF THE FACULTY**

**Article 9**  
**One-off Scholarship**

- (1) The Faculty awards the one-off scholarship from its own sources (hereinafter referred to as „the one-off scholarship“)
  - a) to students in all grades and all study forms, and
  - b) to graduates of all grades and all study forms who accomplished their proper studies not later than 90 days prior to the award.
  
- (2) The one-off scholarship can be awarded for
  - a) An extraordinary quality of the final paper,
  - b) Excellent fulfilment of study duties during the entire period of the up-to-date study, or its comprehensive part,
  - c) An excellent result in research or development,
  - d) An excellent result in arts,
  - e) An excellent result in sports,
  - f) Successful representation of the Faculty, CU or the Slovak Republic in students' scientific activities or knowledge contests, art contests or sport competitions,,
  - g) An exemplary civic attitude; an exemplary civic attitude enlists a speech, an attitude or an act in which a student or a graduate demonstrated a high level of morale or civic awareness, and thus contributed to reputation of the Faculty or CU,
  - h) Active participation in the CU's academic self-government bodies, the Faculty's academic self-government bodies, or their advisory bodies, in the bodies of the Student Council for Higher Education,
  - i) Active participation in development, promotion or representation of the Faculty, another part of CU or CU as a whole,
  - j) Active participation in enforcement of the students' rights, or
  - k) Active participation in improvements of the academic environment or quality of education or research at CU or at another Faculty.
  
- (3) The one-off scholarship can be awarded even for the purpose of support of the study programmes focused on the study of law overlapping the field of law of one or two states, and are implemented in another than the Slovak or Czech languages, and support of study programmes focused on the European Union Acquis and on spreading and protection of the European Union values. Pursuant to this paragraph, this refers principally to a study programme with the contents of the European Union law, international law and human rights protection, including their application in the member states and the comparative aspects, as well as doctorate study programmes provided the dissertation paper thesis focuses on distribution and protection of human rights and values of the European Union, including the historical context, and thus mainly in a foreign language. Pursuant to this paragraph, the one-off scholarship can be awarded only to a student who fulfils his/her study duties properly.

- (4) The one-off scholarship is awarded without a prior application. The Dean decides on the one-off scholarship from his own initiative, upon a proposal of a Vice-Dean, a head of a department or a director of an institute, or a member of the Academic Senate of the Faculty; the Dean is not committed to the proposal. Pursuant to paragraph 3, the one-off scholarship can be awarded even upon a student's application, while the Dean can define conditions and criteria in advance according to which the scholarship award shall be considered.
- (5) The one-off scholarship is awarded by the Dean.
- (6) A student or a graduate is not lawfully eligible for the one-off scholarship award. The Dean's decision on the one-off scholarship award is final and it is not possible to appeal against it.

### **Article 10 Social Support**

- (1) The Faculty awards scholarship from its own sources as a one-off or regular social support (hereinafter referred to as „social support“) to
  - a) Students of all grades and all study forms and
  - b) Graduates of all grades and all study forms who properly accomplished their studies not later than 90 days prior to the award.
- (2) Social support can be awarded to
  - a) A student who has suffered extremely unfavourable social situation during his/her studies,
  - b) A graduate who has suffered extremely unfavourable social situation during his/her studies or immediately after its proper accomplishment, or
  - c) A student recognized as a disabled person<sup>20</sup> and he/she is officially registered in a list of students with specific needs at a CU Faculty<sup>21</sup> he/ she studies, while considering his/her specific needs and social situation.
- (3) A student or a graduate submits a written application on social support award to the Dean via the Study Department of the Faculty.
- (4) The Dean decides on social support award.
- (5) A student and a graduate is not legally eligible for social support award. A decision of the Dean on social support award or an application rejection is final and it is not possible to appeal against it.

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<sup>20</sup> Act No. 447/2008 Coll. on cash benefits for compensation of severe disability and on amending of certain acts.

<sup>21</sup> Art. 9 (1) of Internal rule No. 23/2014 of the Directive of the CU Rector on ensuring generally available academic environment for students with specific needs.

## **Article 11 Student Loan**

- (1) The Faculty can provide students of all grades and all study forms with loans from the scholarship fund (hereinafter referred to as „a student loan“). The purpose of student loans is contribution to cover costs on studies and to meet.<sup>22</sup>
- (2) A student submits a written application on student loan provision to the Dean via the Study Department of the Faculty.
- (3) The Dean decides on study loan provision. A Dean’s decision on study loan provision includes mainly
  - a) Determination of the study loan amount,
  - b) Determination of the method of study loan provision,
  - c) The amount of study loan instalments, due terms and payment methods, and
  - d) An interest rate.
- (4) In connection with a Dean’s decision on study loan provision, CU shall conclude a loan agreement with the student pursuant to the relevant provisions of the Civil Code.<sup>23</sup> On behalf of CU, the Dean concludes a student loan agreement.
- (5) A student is not eligible for study loan provision. A Dean’s decision on study loan provision or on application rejection is final and it is not possible to appeal against it.

## **PART V ACADEMIC RECOGNITIONS OF THE DEAN**

### **Article 12 Academic Recognition of the Dean Awarded to a Student or Graduate**

- (1) By academic recognition award, the Dean appraises students or graduates for
  - a) Extraordinary quality of a final paper,
  - b) Excellent fulfilment of study duties during the entire up-to-date studies or its comprehensive part,
  - c) An excellent result in the fields of research or development,
  - d) An excellent result in arts,
  - e) An excellent result in sports,
  - f) Successful representation of the Faculty, CU or the Slovak Republic in students’ scientific activities or knowledge contests, art contests or sport competitions,,
  - g) An exemplary civic attitude; an exemplary civic attitude enlists a speech, an attitude or an act in which a student or a graduate demonstrated a high level of morale or civic awareness, and thus contributed to reputation of the Faculty or CU,

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<sup>22</sup> Higher Education Act S 101(3) and (4).

<sup>23</sup> S 657 and 658 of Civil Code.

- h) Active participation in the CU's academic self-government bodies, the Faculty's academic self-government bodies, or their advisory bodies, in the bodies of the Student Council for Higher Education,
  - i) Active participation in development, promotion or representation of the Faculty, another part of CU or CU as a whole,
  - j) Active participation in enforcement of the students' rights, or
  - k) Active participation in improvements of the academic environment or quality of education or research at CU or at another Faculty.
- (2) Academic recognition of the Dean awarded to a student or a graduate entails a certificate on academic recognition award of the Dean. A Certificate on academic recognition of the Dean is presented at a formal graduation ceremony, at a meeting of the Academic Senate of the Faculty or at any other formal occasion. The Faculty shall publish a list of students who were awarded with academic recognition of the Dean and the related reasons for awarding on its website, pursuant to paragraph 1.
- (3) Alongside with the award, it is possible to grant a student with the incentive scholarship or the one-off scholarship, provided the student meets the conditions for awarding such a scholarship.
- (4) The Dean may, by means of an internal rule, stipulate particulars on awarding academic recognition of the Dean.
- (5) Academic recognition of the Dean is awarded by the Dean without a prior application. The Dean decides on academic recognition award principally from his/her own initiative, upon a proposal of a Vice-Dean, a head of a department, or a director of an institute, or a member of the Academic Senate of the Faculty; the Dean is not committed to a proposal.

## **PART VI SCHOLARSHIP FUND OF THE FACULTY**

### **Article 13 Scholarship Fund Establishment**

- (1) The scholarship fund is established by the Faculty<sup>24</sup>
- a) From a part of the student social support grant<sup>25</sup> determined for social scholarships and incentive scholarships,
  - b) From a part of admission fee revenues of the Faculty, while at least 20% of the admission fee income creates the scholarship fund income pursuant to §92 (5) and (6) of Act on Higher Education,
  - c) From the positive overall economic result of the Faculty,

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<sup>24</sup> Higher Education Act S 16a (6).

<sup>25</sup> Higher Education Act S 89 (7).

- d) From donations and heritage and their revenues, as well as from grants and non-refundable financial contributions determined for the scholarships other than in a),
  - e) From the reserve fund of the Faculty under the conditions stipulated in the Act on Higher Education<sup>26</sup> and
  - f) From student loan instalments.
- (2) The financial means pursuant to paragraph 1b) to f) stand for own sources of the scholarship fund.
  - (3) The Faculty is not obliged to establish a scholarship fund pursuant to paragraph 1 c) to e).
  - (4) The purpose of the scholarship fund of the Faculty is to provide scholarships and student loans to students of all study programmes of the Faculty.
  - (5) Pursuant to paragraph 1b) to e), only own sources can be used for the scholarships defined in Art. 9 (3).
  - (6) Pursuant to Art. 9 (4) stipulating the conditions and criteria for scholarship award, the Dean in his decision may, pursuant to Art. 9 (4), define the overall sum to be used for the scholarships.

#### **Article 14**

#### **Scholarship Fund Deployment**

- (1) The method of deployment of the financial means allocated to the Faculty from special purpose means of the state budget for incentive scholarships pursuant to § 96a (1b) of Act on Higher Education to the sum determined for merit scholarships award and the sum determined for extraordinary scholarships award, shall be stipulated by the Dean
- (2) The financial means allocated to the Faculty pursuant to Art. 15 par. 1 of the Scholarship code of CU will be deployed by the Faculty principally for extraordinary scholarships award related to academic recognition awards of the Rector and the Rector's prizes in the respective calendar year according to the part V of the Scholarship code of CU. The rest of the financial means can be used by the Faculty for other extraordinary scholarship or merit scholarship awards.
- (3) The unspent financial means of the scholarship fund of the Faculty determined for extraordinary scholarship awards can be deployed for merit scholarship awards as of 31st October of the respective calendar year.
- (4) The unspent financial means of the scholarship fund of the Faculty determined for merit scholarship awards can be deployed for extraordinary scholarship awards as of 20th November of the respective calendar year.
- (5) The one-off scholarship from own sources of the CU Rector's Office awarded by the Rector is provided and registered in the academic information system of the Faculty the

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<sup>26</sup> Higher Education Act S 16a (3).

respective student attends. The CU Rector's Office shall transfer related financial means to the Faculty from its own sources in the amount of the awarded scholarship.

## **PART VII DOCTORATE SCHOLARSHIPS**

### **Article 15 Doctorate Scholarship Provision**

- (1) A student of the doctorate study programme in a daily study form with the permanent address in the territory of a member state of the European Union or a state being a contractual party to the Agreement on the European Economic Area and the Swiss Confederation is, during the standard period of the study programme he/she was admitted to provided he/she has not yet acquired third degree higher education, eligible for the doctorate scholarship<sup>27</sup>
  - a) Until passing the dissertation examination, at least in the amount of the 9th pay category and the first pay grade of a special pay tariff scale of research and development employees and health sector employees pursuant to a special regulation,<sup>28</sup>
  - b) After passing the dissertation examination in the amount of the 10th pay category and the first pay grade of a special pay tariff scale of research and development employees and health sector employees pursuant to a special regulation; such adjusted doctorate scholarship is awarded to a doctorate from the first day of the calendar month following the month in which the doctorate successfully passed the dissertation examination.
  
- (2) An increased doctorate scholarship awarded pursuant to paragraph 1 can be provided
  - a) For achieving quality results in the areas of research, development, arts or sports, or for achieving quality results in pedagogy, and thus by a sum equal to the personal premium which can be provided to an employee enlisted in an analogue pay class and pay grade pursuant to a special regulation,<sup>29</sup>
  - b) For successful resolving of a part of a grant or project task awarded with a special financial support and with enabling contractual provisions,
  - c) To a member of an excellent team identified by the Accreditation Committee; such increase of the doctorate scholarship is provided from special financial means provided to the respective excellent team upon a contract on provision of a grant from the state budget through the budget of the Ministry of Education concluded between the Ministry of Education and CU for the respective calendar year,
  - d) For performance of activities in an environment affected by chemical factors, carcinogenic and mutagenic factors, biologic factors, dust or physical factors (for

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<sup>27</sup> Higher Education Act S 54 (18).

<sup>28</sup> Act No. 553/2003 Coll. on remuneration of some employees performing works of public interest and on amendment of certain acts as amended.

<sup>29</sup> S 10 of Act No. 553/2003 Coll. on remuneration of some employees performing works of public interest and on amendment of certain acts as amended.



example noise, vibrations, ionising radiation), and thus by a sum equal to the pay compensation for impaired work performance pursuant to a special regulation,<sup>30</sup> or  
e) From special financial means provided to CU by a legal entity or a natural person upon a contract, and the contractual provisions are enabling to do so.

- (3) An increase of the doctoral scholarship pursuant to paragraph 2 is not lawfully eligible.
- (4) Provision of the doctorate scholarship and provision of doctorate scholarship increase are subject to a decision. The decision entails the amount of the doctorate scholarship, the amount of increased doctorate scholarship and justification of their provision. A decision is issued at the time of doctorate study registration, in case of adjustment of the doctorate scholarship and in case of adjustment of increase of the doctorate scholarship.
- (5) The doctorate scholarship is provided not later than the end of a calendar month for which the doctorate scholarship eligibility arose.
- (6) Provision of the doctorate scholarship is finished at the date of
  - a) Successful presentation of the dissertation paper,
  - b) Excess of the standard study period,
  - c) Another study accomplishment<sup>31</sup> or
  - d) Interruption of the studies.

## **PART VIII COMMON AND FINAL PROVISIONS**

### **Article 16 Common Provisions**

- (1) The proceedings and decision making on awarding of the incentive scholarships, scholarships from the Faculty's own sources and the doctorate scholarships are not subjects to the Administrative Code.<sup>32</sup>
- (2) The incentive scholarships and scholarships from the Faculty's own sources are awarded to the students admitted for studies of the common study programme, if not stipulated otherwise in the agreement of higher education institutions on a common study programme.<sup>33</sup>

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<sup>30</sup> S 11 of Act No. 553/2003 Coll. on remuneration of some employees performing works of public interest and on amendment of certain acts as amended.

<sup>31</sup> Higher Education Act S 66.

<sup>32</sup> Higher Education Act S 108 (1).

<sup>33</sup> Higher Education Act S 54a (2) fourth and fifth sentence.

- (3) The incentive scholarships and scholarships from the Faculty's own sources are awarded by a decision. The decision on a scholarship award includes an amount of the scholarship and an award justification.<sup>34</sup>
- (4) As for the delivery of documents in the proceedings on awarding the incentive scholarship and scholarships from the Faculty's own sources, the provisions on delivery of documents pursuant to the respective part of the Scholarship code of the Faculty which regulates proceedings in the matters of academic rights and duties of students will be used, unless stipulated otherwise. In case of delivery of decisions on incentive scholarship and one-off scholarship awards, even a decision sent exclusively by an e-mail can be considered as delivered, or it is possible to invite students to collect the decision at the study department of the Faculty in the defined term; the date of a decision delivery is considered to be the next day after an electronic message including the decision was sent, or the last day of the term for collection of the decision at the study department.
- (5) The incentive scholarship and scholarship from the Faculty's own sources are provided by a cashless transfer onto a bank account provided by a student to the study department of the Faculty. The number of the bank account provided by a student is registered in the academic information system.
- (6) Provided the Faculty has a monetary claim against the student on the day of a scholarship award, the Faculty may use the awarded scholarship or its part for the claim reimbursement. The scholarship awarded pursuant to Art. 9 can be also used to cover the tuition fee or tuition instalments for the academic year in which the scholarship was awarded, and thus including instalments due in the future.

#### **Article 17** **Final Provisions**

- (1) On the day of entry of this Scholarship code into force, the Scholarship code of Comenius University in Bratislava, Faculty of Law approved by the Academic Senate CU FoL on 19 June 2013 (internal rule No. 9/2013) is repealed.
- (2) This Scholarship code will be also deployed to situations establishing a scholarship award which occurred after 1st September 2018 and before entry of this Scholarship code into force.
- (3) This Scholarship code enters into force and takes effect on the day of its approval made by the Academic Senate of the Faculty.
- (4) Amendment No. 1 of the Scholarship code was approved by the Academic Senate of the Faculty on 30th April 2020.
- (5) Amendment No. 7 of the Scholarship code enters into force on the day of approval by the Academic Senate of the Faculty and takes effect on 1st May 2020.

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<sup>34</sup> Higher Education Act S 96a (2) and S 97 (2).

JUDr. Peter Lukáčka, PhD.  
AS Chairman, FLAW CU

doc. JUDr. Eduard Burda, PhD.  
Dean, FLAW CU