


RM 6/2022	Internal standard of the Institute of Technology and Business in České Budějovice				
FULL TEXT OF RECTOR'S MEASURE NO. 6/2022 DETERMINATION OF FEES RELATED TO STUDY AND FEES FOR ADMINISTRATIVE OPERATIONS AND SERVICES PROVIDED TO STUDENTS IN THE ACADEMIC YEAR 2022/2023					
Date of issue:	13 / 6 / 2022	Valid from:	30 / 1 / 2023	Valid until:	17 / 9 / 2023
Amendment No. 1 issued on:	30 / 1 / 2023	Valid from:	30 / 1 / 2023	Valid until:	17 / 9 / 2023
File number:	VŠTE003977/2022	Pages:	3	Number of attachments:	0
Information on changes		Annually			
Supersedes	-				
Superior regulation	Study and Examination Rules				
Related regulations	-				
Subordinate regulations	-				
Distribution list:	VŠTE academic staff				
					
Formally verified by:	In charge of the Legal Department	Approved by:	Vice-rector – Statutory Deputy of the Rector		
Signature:	Bc. Denisa Plecítá m.p.	Signature:	Ing. Zuzana Rowland, MBA, PhD. m. p.		

FULL TEXT OF RECTOR'S MEASURE 6/2022 DETERMINATION OF FEES RELATED TO STUDY AND FEES FOR ADMINISTRATIVE OPERATIONS AND SERVICES PROVIDED TO STUDENTS IN THE ACADEMIC YEAR 2022/2023 AS AMENDED by AMENDMENTS 1

**Article 1
General provisions**

- (1) The Institute of Technology and Business in České Budějovice (hereinafter referred to as "the VSTE"), sets the fees in accordance with Section 58 of the Act No.111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to the other Acts (the Higher Education Act), as amended (hereinafter referred to as "the Act"), and in accordance with internal regulations.

**Article 2
Basis for setting fees**

- (1) In accordance with Section 58 of the Act No.111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to the other Acts (the Higher Education Act), as amended, the Ministry of Education, Youth and Sports (hereinafter referred to as MŠMT) states the basis for the determination of fees related to study for the academic year starting **in 2022 in the amount of CZK 4,418** (in words: four thousand four hundred and eighteen Czech crowns).

**Article 3
Fees related to study**

- (1) The fees related to activities concerning the admission procedure for a study programme includes:
- a) Submission of the application for study: CZK 870,
 - b) Submission of the application for study when transferring from another university in the electronic or written form: CZK 870.
- (2) The fee related to activities associated with the admission procedure for study programs taught in English is:
- a) Submission of the application for study: CZK 870 /€ 34 (depending on current exchange rate).
- (3) Tuition fee when exceeding the standard length of study by more than a year is CZK 26,508 for each started additional six months of study.
- (4) Tuition fee when studying a study program taught in English is CZK 35,000 / € 1,346 (depending on current exchange rate) for each commenced semester.

- (5) All the above-mentioned fees, with the exception of the fee related to activities concerning the admission procedure, and the fee for studying in English, will be deducted from the student's account on the due date; the account must therefore be topped up to the required amount in advance. The account can be topped up by depositing cash or by card payment at the reception in the VSTE building D, or by bank transfer to the account No. 2111777188/2700. To match the payment, a unique variable symbol must be specified.
- (6) The fees related to activities concerning the admission procedure shall be paid by bank transfer to the VSTE bank account No. 2111777188/2700. A variable symbol must be specified.
- (7) The fee for studying in English shall be paid by bank transfer to the VSTE bank account: IBAN: CZ68 2700 0000 0021 1115 8563, SWIFT: BACXCZPPXXX in EUR.

Article 4

Charge for administrative activities and services

- (1) Charge for issuing duplicates: CZK 300 (+ postage according to the current price list of Czech Post).
- (2) Statements:
 - a) Overview of grades: CZK 100 (+ postage according to the current price list of Czech Post),
 - b) Overview of course annotations for one semester of study: CZK 100 (+ postage according to the current price list of Czech Post).
- (3) Recognition of studies/diplomas: CZK 3,000.
- (4) Generation of a new primary password for the access to the IS – the password could be also sent by post to the permanent address: CZK 100.
- (5) Library: issuing an external reader's card: CZK 50 / year.
- (6) Student ISIC cards, stickers:
 - a) Charge for issuing an ISIC card: CZK 330,
 - b) Charge for issuing an ISIC sticker: CZK 180,
 - c) Charge for issuing a VSTE student card: CZK 150.
- (7) Graduation ceremony fee: CZK 600; diploma tube/folder: CZK 100.
- (8) Economic department: sending money from the student's account to the bank account: CZK 50.
- (9) Payments for the services provided can be made as follows:
 - a) Payments specified in Articles (2), (3) by bank transfer to the VSTE bank account No. 2111190117/2700,
 - b) Payments specified in Articles (2), (3) cash on delivery,

- c) Payments specified in Articles (1), (4), (5), (6), (7) are paid by deducting the amount from the student's account in ISKAM, which must be topped up to the required amount in advance. The account can be topped up by depositing cash or by card payment at the reception in the VSTE building D, or by bank transfer to the bank account No. 2111777188/2700. To match the payment, a unique variable symbol must be specified.

Article 5
Final provisions

- (1) This full text of measure takes effect on 30 January 2023.

Ing. Zuzana Rowland, MBA, PhD. m.p.
Vice-Rector – The Statutory Deputy of the Rector