

The Ministry of Education, Youth and Sports registered under Section 36(2) of Act No. 111/1998 Coll., on Higher Education Institutions and Amendments to Other Acts (the Higher Education Act), on 27 March 2019 under reference number MSMT-10645/2019, the Statutes of the Academy of Performing Arts in Prague.

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Mgr. Karolína Gondková
Director of the Department of Higher Education Institutions

**STATUTES OF THE
ACADEMY OF PERFORMING ARTS IN PRAGUE
dated 27 March 2019**

The Academic Senate of the Academy of Performing Arts in Prague, under Section 9(1b), point 3, and Section 17(1a) of Act No. 111/1998 Coll., on Higher Education Institutions and Amendments to Other Acts (the Higher Education Act), as amended, has adopted these

Statutes of the Academy of Performing Arts in Prague:

**PART ONE
Introductory Provisions**

Article 1

1. The Academy of Performing Arts in Prague (hereinafter "AMU") is a public university under Act No. 111/1998 Coll., on Higher Education Institutions and Amendments to Other Acts (the Higher Education Act), as amended (hereinafter the "Act").
2. AMU was established by Presidential Decree No. 127/1945 Coll., of 27 October 1945.
3. AMU's last legal predecessor is the Academy of Performing Arts in Prague, under Section 10 of Act No. 172/1990 Coll., on Higher Education Institutions, as amended by Act No. 216/1993 Coll.
4. AMU has its registered office in Prague.
5. AMU is a higher education institution with an artistic focus and operates in the area of arts education. Its purview includes dramatic arts, music, dance, film, television, photography, multimedia and the creation of related fields, as well scientific and research activities. Integral parts of the instruction, cultivation and development of these arts are their history, theoretical instruction and reflexes.
6. AMU is a legal entity. The faculties and other units specified in these Statutes and in the statutes of the faculties are parts of AMU.
7. AMU and its parts freely and independently establish, develop and cultivate international relationships, which serve to proliferate art and culture, and to enhance education.
8. AMU's name in foreign languages is:

English: Academy of Performing Arts in Prague

German: Akademie der musischen Künste in Prag

French: École nationale supérieure des arts de Prague

Spanish: Academia de Artes Escénicas de Praga

PART TWO
The AMU Academic Community

Article 2

1. Under the Act, AMU's academic community consists of its academic staff and students.
2. AMU's academic freedoms and academic rights are guaranteed by Section 4 of the Act.

PART THREE
Self-Administrative and Other AMU Bodies

Article 3

1. AMU's self-administration is guaranteed by the Act. AMU independently and freely develops artistic, educational, academic, cultural, scientific, research, editorial, publication and other related activities based on the principles of freedom and democracy. The requisite conditions for these activities are shaped at the national and international level.
2. The extent of AMU's self-administrative purview is stipulated in particular by Section 6 of the Act.
3. AMU's academic self-administrative bodies are:
 - a) the Rector,
 - b) the AMU Academic Senate,
 - c) the AMU Artistic Council,
 - d) the AMU Council for Internal Review.
4. The other AMU bodies are:
 - a) the AMU Board,
 - b) the Bursar.

Article 4
AMU Academic Senate

1. The election, composition and term of office of the AMU Academic Senate (hereinafter the "AS AMU") and its members are regulated by Sections 8 and 9 of the Act and by the AS AMU Election Rules. The AS AMU Deliberation Rules regulate the purview and method of the AS AMU's deliberations. The AS AMU and its members are responsible to the AMU academic community for their activity.
2. The AS AMU shall have 15 members. Each faculty is represented in the AS AMU by three academic staff members and two students. If a student who was elected to the AS AMU during his/her term of office is again registered for studies at AMU in the same faculty in a different programme and no later than four months after termination of studies in the preceding programme, then his/her membership is not discontinued.
3. No substitutions are possible for membership in the AS AMU.

The term of office of members of the AS AMU is three years; the membership of substitute members shall terminate with the end of the current AS AMU's term of office.¹
4. The AS AMU shall have the right to abdicate or shorten its term.
5. The activity of the AS AMU is secured materially and administratively by the AMU Rector's Office.

¹ Pursuant to Section 8(1) of the Act and to the AS AMU Election Rules.

6. The AS AMU shall have the right to information and materials which are necessary for its activities.

Article 5
Rector and Vice-Rectors

Rector

1. The Rector stands at the head of AMU. His/her legal position and purview are set out by the Act, in particular Section 10, by these Statutes and by other AMU internal regulations.
2. The Rector shall be appointed and recalled by the President of the Czech Republic based on a motion by the AMU Academic Senate (AS AMU). The AS AMU shall vote on a motion to appoint or recall the AMU Rector according to the AS AMU Deliberation Rules.
3. The Rector shall be AMU's representative in the representation of higher education institutions under Section 92(1b) of the Act.
4. The Rector shall establish an advisory and coordinating body called the "AMU Management", the members of which are generally the Vice-Rectors and the Bursar (hereinafter the "AMU Management").
5. The Rector shall further establish an advisory and coordinating body called the "AMU Rector's College", the members of which are generally the Vice-Rectors, the Bursar, the Chancellor and the Chair of the AS AMU.
6. The Rector shall establish the AMU Ethics Committee (hereinafter the "EK AMU"). The EK AMU is an advisory body of the Rector and assesses violations of the AMU Code of Ethics by members of the AMU academic community and by other employees. The EK AMU shall have 5 members, whose term of office is three years. The appointment of members of the EK AMU and its purview are governed by the EK AMU Deliberation Rules. The EK AMU Deliberation Rules and the AMU Code of Ethics shall be issued by means of a Decree of the Rector after deliberation in the AS AMU.
7. The Rector shall be entitled, within his/her purview and within the limits of legislation and AMU internal regulations, to issue Decrees of the Rector, which shall be adhered to at AMU.
8. Vice-Rectors, Deans, the Bursar and other management employees specified in the AMU Organisational Rules shall be responsible directly to the Rector for their work.
9. The Rector shall nominate his/her deputy from among the Vice-Rectors. The Rector's deputy shall have the right to stand in for the Rector in the full extent, in particular in the event that the Rector's term of office ends and no new Rector has been elected and appointed. This measure shall apply until such time as a new Rector has been appointed.
10. In extraordinary cases, the Rector may declare a Rector's holiday.
11. According to AMU's current needs, additional AMU advisory bodies or committees may be established and the extent of their purview defined.
12. The seat of the Rector and his/her office (hereinafter the "AMU Rector's Office") is Hartigovský palác, Malostranské náměstí 12, 118 00 Prague 1.
13. The Rector stands at the head of the Rector's Office. The Rector's Office secures:
 - a) AMU operations, in particular by exercising decision-making, organisational, coordinating, consultative, record-keeping and control activities in the area of accreditation, through quality assurance activity, academic, creative and project activity, activity in the areas of external and foreign relations, as well as the economic, personnel, legal, administrative, information technology and investment agendas;
 - b) the activity of AMU bodies and Vice-Rectors both materially and administratively.
14. AMU Vice-Rectors shall be appointed and recalled by the AMU Rector after the AS AMU has expressed an opinion (Section 9(2b) of the Act).

15. Vice-Rectors shall be responsible to the Rector for their work in the delegated areas, which are assigned to them by the Rector. The number of Vice-Rectors and their functional responsibilities shall be set by the Rector.
16. Vice-Rectors are generally responsible for the following areas, which are defined by the Rector:
 - a) student affairs;
 - b) pedagogical matters;
 - c) international relations;
 - d) relations with graduates and the public;
 - e) artistic activity;
 - f) scientific and artistic research activity;
 - g) quality assurance;
 - h) development;
 - i) legislation.
17. In their delegated segments of activity, Vice-Rectors shall act for AMU in administrative matters and perform in managerial and other relationships in the extent of their functional responsibilities.
18. Vice-Rectors shall be entitled, within their purview and within the limits of legislation and AMU internal regulations, to issue methodological instructions.

Chancellor

1. The Chancellor shall be appointed and recalled by the Rector.
2. The Chancellor shall direct the activity of the offices of the Rector and of the Bursar, and shall coordinate activity in the internal legislative agenda.
3. The Chancellor is the secretary of the AS AMU. He/she shall secure the conditions, materials and information necessary for the activities of the AS AMU.

Article 6 AMU Artistic Council

1. The manner of appointment of members to the AMU Artistic Council (hereinafter "UR AMU") and its purview are defined in Sections 11 and 12 of the Act and in paragraph 4. Members of the UR AMU shall be appointed by the Rector.
2. The Rector shall be the Chair of the UR AMU and shall determine the number of its other members.
3. The Rector can appoint permanent guests to the UR AMU.
4. The UR AMU's method of deliberation is stipulated by the UR AMU Deliberation Rules.
5. The term of office of the other members of the UR AMU (under Section 11(2) of the Act) is four years.
6. Except for cases stipulated in paragraph 5, membership in the UR AMU shall terminate:
 - d) upon resignation;
 - b) upon death;
 - c) upon recall;
 - d) on the day on which membership in the AMU academic community is acquired by a member, should the acquisition of such membership result in non-fulfilment of the requirement

concerning the minimum number of members of the UR AMU who are not members of the AMU academic community.

Article 7
AMU Council for Internal Review

1. AMU has established the AMU Council for Internal Review (hereinafter also the "RVH"). The number of members of the RVH is stipulated by the internal regulation Rules of the Quality Assurance System for Educational, Creative and Related Activities, and for Internal Review of the Quality of Educational, Creative and Related Activities at AMU (hereinafter also the "Rules for Internal Review").
2. The appointment of RVH members and their purview are stipulated by Section 12 and 12a of the Act.
3. The term of office of RVH members shall be five years. The membership of the Rector and the Chair of the AS AMU shall terminate with the end of their terms of office. The membership of the student representative in the RVH shall terminate with the termination of his/her studies.
4. The RVH shall exercise the purview of an artistic council in the sense of Section 12(1b, c and e) of the Act.
5. In particular the RVH shall:
 - a) approve draft Rules for Internal Review presented to the Chair of the RVH prior to presenting the draft to the AS AMU;
 - b) direct the course of the internal review of the quality of educational, creative and related activities at AMU;
 - c) elaborate a report on the internal review of the quality of educational, creative and related activities at AMU, as well as annexes to said report;
 - d) maintain continuous records of the internal review of the quality of educational, creative and related activities at AMU;
 - e) establish committees for internal review in the faculties for purposes of ensuring the execution of the activities per letters b-d above; the composition of the committees for internal review and the manner of their members' appointment are described in the Rules for Internal Review; in the event that a faculty committee for internal review does not meet for a period of one year, the RVH shall recall such committee;
 - f) exercise authority in accreditation processes under the AMU Accreditation Rules;
 - g) perform other activities in an extent stipulated by the Rules for Internal Review.

Article 8
Disciplinary Committee

1. The AMU Disciplinary Committee shall not be established in accordance with Section 13(4) of the Act. Disciplinary Committees are established by AMU faculties.
2. The AMU Disciplinary Rules are an AMU internal regulation.

Article 9
AMU Board

1. The composition, method of appointment, meetings and purview of the AMU Board are defined in Sections 14 and 15 of the Act.

2. The AMU Board shall have at least 9 and at most 18 members. The number of members must always be divisible by three.
3. The election of the Chair and Vice-Chairs of the AMU Board and the manner of its deliberations shall be governed by the Statutes of the AMU Board.
4. The Rector, after consulting with the Chair of the AMU Board, shall appoint the Secretary of the AMU Board.
5. The Secretary, in cooperation with the Rector and the Rector's Office, shall secure the conditions, materials, and information necessary for the AMU Board's activities.

Article 10 Bursar

1. The activity of the Bursar and the method of his/her appointment are stipulated in Section 16 of the Act and by a measure of the Rector.
2. The Bursar shall be appointed and recalled by the Rector. For the position of Bursar, a formal selection process shall be used.
3. The Bursar shall elaborate budget proposals and present them to the Rector and the AMU College for comment or approval.
4. The Bursar shall direct AMU's economic management and internal administration. If there is a risk that the AMU budget or the budget of any part of AMU may not be met, he/she shall inform the Rector and propose necessary measures.
5. To ensure a coordinated approach on the part of AMU faculties in economic and administrative areas, the Bursar shall cooperate with the Secretaries of faculties and direct them methodologically. He/she shall be authorised to halt the effect of their decisions insofar as they are at odds with valid legislation or AMU's economic interests. The Bursar shall be required to inform the Dean of the relevant faculty of such an intervention. If the Dean does not rescind the decision of the Secretary of the faculty, then the Rector shall decide with final validity.
6. The Bursar shall direct the economic matters of following facilities: the AMU Residence Hall and Learning Centre, the AMU Hotel, the AMU Learning and Training Centre in Poněšice, and the AMU Learning, Training & Accommodation Centre in Beroun (Article 12 hereof).
7. The Bursar shall be entitled, within his/her purview and within the limits of legislation, AMU internal regulations and Decrees of the Rector, to issue Guidelines of the Bursar, which will be adhered to in the economic management and internal administration of AMU.

PART FOUR AMU Internal Regulations

Article 11

1. In addition to the internal regulations stipulated in Section 17(1a-j) of the Act, which in accordance therewith shall be approved by the AS AMU, AMU's activities are also regulated by the following internal regulations:
 - a) Rules for Habilitation and for Professorial Appointments;
 - b) Statutes of the AMU Board;
 - c) AMU Lifelong Learning Rules;
 - d) AMU Accreditation Rules.
2. In addition to the internal regulations stipulated in paragraph 1, AMU's activities are also governed by internal norms, which are decrees, guidelines and methodological instructions.

The Rector and the Deans shall issue decrees within their purview and within the limits of legislation and AMU internal regulations. The Bursar shall issue guidelines within his/her purview and within the limits of legislation, AMU internal regulations and Decrees of the Rector. Vice-Rectors shall issue methodological instructions within their purview, and within the limits of legislation, internal regulations and Decrees of the Rector.

PART FIVE
AMU Organisational Structure

Article 12

1. AMU is organised into the following divisions:
 - a) faculties:
 - 1. The Theatre Faculty of AMU** (hereinafter "DAMU")
Address: Karlova 26 and Řetězová 5, 116 65 Prague 1
 - 2. The Film and TV School of AMU** (hereinafter "FAMU")
Address: Smetanovo nábřeží 2, 116 65 Prague 1
 - 3. The Music and Dance Faculty of AMU** (hereinafter "HAMU")
Address: Malostranské náměstí 13, 118 00 Prague 1
 - b) other facilities for educational and creative activities or for provision of information services or technology transfer:
 - 1. AMU Language Centre**
Address: Tržiště 20, 118 00 Prague 1
 - 2. AMU Sports, Rehabilitation and Movement Centre**
Address: Malostranské náměstí 12, 118 00 Prague 1
 - 3. AMU Gallery**
Address: Malostranské náměstí 12, 118 00 Prague 1
 - 4. AMU Press**
Address: Malostranské náměstí 12, 118 00 Prague 1
 - 5. AMU Computer Centre**
Address: Malostranské náměstí 12, 118 00 Prague 1
 - c) special-purpose facilities for cultural and sports activities, for accommodation and alimentation in particular for members of the academic community or for securing AMU operations:
 - 1. The AMU Rector's Office – executive and administrative section of the Rector and the Bursar.**
Address: Malostranské náměstí 12, 118 00 Prague 1
 - 2. AMU Residence Hall and Learning Centre**
Address: Hradební 7, 110 00 Prague 1
 - 3. AMU Hotel**
Address: Tržiště 18, 118 00 Prague 1

4. AMU Learning and Training Centre in Poněšice

Address: Poněšice 10, 373 41 Hluboká nad Vltavou

5. AMU Learning, Training & Accommodation Centre in Beroun

Address: Barrandova 30, 266 01 Beroun

**Article 13
Rights of Faculties**

1. In the sense of Section 24(2) of the Act, faculty bodies shall have the right to make decisions and to take actions on behalf of AMU in other matters concerning the faculty in the following extent:
 - a) the creation and realisation of academic programmes;
 - b) the strategic focus of creative activity;
 - c) international relations and activities;
 - d) artistic activity;
 - e) scientific and artistic research activity;
 - f) supplementary activity and the management of funds obtained through supplementary activity are governed by the Guideline of the Bursar on Supplementary Activity;
 - g) the assessment of fees related to studies under Section 58(3-4) of the Act.
2. The Dean shall be responsible to the Rector for his/her activity; this shall not affect the Dean's purview in matters pursuant to Section 24(1) of the Act. In the extent of his/her purview, the Dean shall also be responsible to the Rector for the expedient use for funds, for settling contributions and subsidies, and for the due economic management of the AMU assets entrusted to him/her.
3. For purposes of managing the faculty, the Dean shall be entitled, within his/her purview and within the limits of legislation, AMU and faculty internal regulations, and Decrees of the Rector, to issue Decrees of the Dean, which will be adhered to in the faculty.
4. The Dean shall establish the following advisory and coordinating bodies:
 - a) the faculty management, whose members are generally the Vice-Deans and the Secretary;
 - b) the Dean's College, whose members are generally the Vice-Deans, the Secretary, department heads and the chair of the faculty's academic senate.
5. The Dean shall deliberate labour law relationships with the Rector in advance. The Rector and the Dean may agree to restrict the extent of matters which have been thus deliberated.
6. In cases not specified in paragraphs 1 through 4, the faculties shall be subordinate to the Rector.

**PART SIX
Studies in Accredited Programmes**

Article 14

1. AMU realises accredited Bachelor's, Master's, and doctoral academic programmes in Czech and English and, in connection with them, engages in artistic, scientific, research, development, innovation, and other creative activities.
2. AMU provides paid lifelong learning programmes oriented towards the participant's occupation or interests. Lifelong learning programmes are provided pursuant to Section 60 of the Act both outside and within the scope of academic programmes; these shall include in

particular internships, international courses, and instructional programmes and seminars. Participation in a lifelong learning programme does not form the basis for the legal status of a student under the Act. Detailed terms and conditions, including the fees associated with such programmes, are stipulated by the AMU Lifelong Learning Rules and the internal regulations of the faculty.

Article 15

1. Section 45 of the Act applies to studies in Bachelor's programmes. In the area of Arts education, graduates of Bachelor's programmes are awarded the academic title "Bachelor of Arts" (abbreviated "BcA.", the title preceding the name). Graduates in arts admitted to a programme under Section 48(2) of the Act are awarded an academic title only after completing a secondary education with a matura examination or a higher vocational education at a conservatory.
2. Section 46(1-4) of the Act applies to studies in Master's programmes. Master's programme graduates in the area of arts are awarded the academic title "Master of Arts" (abbreviated "MgA.", the title preceding the name). Graduates in arts admitted to studies under Section 48(2) of the Act in a Master's programme which does not continue on from a Bachelor's programme are awarded an academic title only after completing a secondary education with a matura examination or a higher vocational education at a conservatory.
3. Section 47 of the Act applies to studies in doctoral programmes. Graduates of doctoral programmes are awarded the academic title "Doctor of Philosophy" (abbreviated "Ph.D.", the title following the name).

PART SEVEN

Quality Assurance System for Educational, Creative and Related Activities, and Internal Quality Review System for Educational, Creative and Related Activities

Article 16

1. The AMU Quality Assurance System for Educational, Creative and Related Activities, and Internal Quality Review System for Educational, Creative and Related Activities (hereinafter the "AMU Quality Assurance System") is governed by an internal regulation called the Rules for Internal Review.
2. The AMU Quality Assurance System reflects the accreditation requirements for academic programmes and the institutional accreditation requirements stipulated in Sections 79-81, 77a, 77b and 78a of the Act and in relevant implementing regulations.²
3. Educational, creative and related activities at AMU are subject to regular review in accordance with the Rules for Internal Review. The approval of academic programmes at AMU is governed by the AMU Accreditation Rules; the realisation of academic programmes at AMU is governed in particular by the AMU Attendance and Examination Rules and by other internal regulations.

PART EIGHT

Students and Studies

Article 17

1. The rights and standing of an AMU student are stipulated by Sections 61 and 62 of the Act.
2. The obligations of an AMU student are stipulated by Section 63 of the Act, the AMU Attendance and Examination Rules, and other internal regulations of AMU and the faculties. The rights of international students are determined by, in addition to the Act and AMU

² Government Directive No. 274/2016 Coll., on Standards for Accreditation in Higher Education.

regulations, an agreement concluded between the student and the faculty or between the faculty and the foreign school which has sent the student.

3. Under Section 51 of the Act, an applicant shall have the right to register for courses upon receipt of the decision on admission.
4. After registering for courses, the newly admitted student shall be required to take the matriculation oath. In the event of a justified absence, the student shall take this oath on an alternate date before the Rector or the Dean.
5. The terms and conditions for the holding of state examinations are stipulated by Section 53 of the Act and by the AMU Attendance and Examination Rules.
6. Student record documents at AMU are uniform. Their form and contents are determined by the AMU Management in accordance with Section 57 of the Act.
7. For the issue of substitute documents stipulated by the Act, a fee stipulated by a Decree of the Rector shall be collected.

PART NINE

General Admission Requirements and Submission Method for Applications

Article 18

1. The general requirements for admission to Bachelor's, Master's and doctoral programmes and the method for submitting applications are stipulated in Sections 48-50 of the Act and in the AMU Attendance and Examination Rules.
2. AMU shall verify fulfilment of the conditions stipulated pursuant to Section 49(1 and 3) of the Act by means of an entrance examination for all academic programmes. The admissions proceeding for Bachelor's, Master's and doctoral programmes cannot be waived for any applicant based on previous academic performance or achieved artistic results.
3. In accordance with the Act, AMU requires a practical aptitude test for all Bachelor's programmes and generally also for Master's and doctoral programmes as part of the entrance examination, as well as examinations in theoretical and other disciplines.
4. The practical aptitude test shall be in a form appropriate for the nature and type of the academic programme. The theoretical examinations may be written or oral.
5. Detailed rules for the admissions proceeding, admission requirements and the method for verifying their fulfilment are stipulated by the Act, by the AMU Attendance and Examination Rules, and by the internal regulations of faculties. Specific admission requirements for the following academic year are always presented by the Dean for approval to the academic senate of the faculty pursuant to statutory deadlines. The rules for an admissions proceeding and the admission requirements must contain:
 - a) the form and general contents of the entrance examinations (practical aptitude test and theoretical examination or examination in other disciplines) with a specification of requirements;
 - b) the criteria for evaluating the results of the admissions proceeding and other facts documenting the applicant's aptitudes for the programme;
 - c) the dates of the admissions proceeding (practical aptitude tests and theoretical examinations), and the dates when the applicant may view the materials which are significant for the decision on his/her admission;
 - d) the manner in which excuses for an absence from the entrance examination are assessed, and, as the case may be, options for holding the entrance examination on an alternate date;
 - e) health requirements for admission to the relevant academic programme, if applicable;

- f) the maximum number of students that can be admitted into the relevant academic programme, if the faculty has set such a criterion; in such a case, if a greater number of applicants fulfil the requirements of the admissions proceeding, students will be admitted in the order of their performance from best to worst (Section 49(5) of the Act – This is a required field).

Article 19

1. An admissions proceeding shall commence with the delivery of an application to the faculty. The applicant shall submit a written application for admission to an AMU programme using the application form and in the manner stipulated in the announcement of the admissions proceeding. If the application is incomplete or has formal defects, the faculty shall return it to the applicant to be corrected or supplemented, and will also stipulate a deadline for eliminating the defects to the application. If the applicant fails to correct such defects by the stipulated deadline, the admissions proceeding shall be halted.
2. The admissions proceeding shall also be halted if the applicant, by the set deadline and in the stipulated manner, fails to pay the fee for actions related to the admissions proceeding stipulated in Section 58(1) of the Act.
3. The applicant shall be invited to the entrance examination in writing and an invitation shall be delivered to him/her in accordance with the provisions of Section 69a of the Act. If the applicant fails to appear without a legitimate excuse or if the excuse is not accepted, the admissions proceeding shall be halted. The manner in which excuses are assessed and the possibility of holding the entrance examination on an alternate date are stipulated by the Dean. The Dean may allow an applicant to take an examination on an alternate date if the applicant requests this in writing by the original examination date provided that the applicant could not take the examination on the original date for serious reasons, in particular health reasons. In exceptional and justified cases, the Dean can grant an exception to this deadline. The applicant's participation in a different entrance examination cannot be a reason for granting an alternate date. An additional alternate date is not permitted.
4. An admissions proceeding shall also be halted by resolution if:
 - a) the application was submitted late;
 - b) the applicant retracted the application;
 - c) the applicant committed fraud during the admissions proceeding;
 - d) the applicant is deceased.
5. Fees paid for actions related to the admissions proceeding are not refunded to applicants.
6. A record shall be kept of all examinations and parts thereof (practical, theoretical – written or oral), including the assessment of the entrance examination and facts that have a bearing on the applicant's admission or non-admission.
7. Applicants who do not pass every part of the entrance examination will not advance to the next round of examinations and a decision of non-admission for studies will be delivered to them.
8. A decision of admission or non-admission for studies (hereinafter a "decision") must be issued within 30 days from the review of admission requirements pursuant to Section 50(4) of the Act. The decision on admission for studies can be delivered to the applicant by means of AMU's electronic information system (KOS) provided the applicant agreed to this method of delivery in advance; the date of delivery and notification of the decision in such cases is considered to be the first day following the day on which the decision is made accessible to the applicant in the electronic information system.
9. The applicant has the right to view his/her file only after having been notified of the decision. The applicant may appeal the decision within 30 days from the date of notification.

10. The administrative body for appeals is the Rector. The Rector shall review whether the decision being challenged and the proceedings which preceded its issue are in accordance with legislation, internal regulations of AMU and the faculty in question, and with the conditions of admission for studies.
11. In the event that a maximum number of applicants has been set for admission to the relevant programme, if an applicant was not admitted for studies solely due to his/her ranking among other applicants and it subsequently becomes possible to admit the applicant, in particular if one of the admitted applicants loses or relinquishes his/her right to register, then the Dean may, no later than by the start of instruction in the following academic year and on the basis of a request by the applicant, renew the applicant's admissions proceeding and issue a new decision on admission for studies.

PART TEN Provisions on Fees Related to Studies

Article 20

1. Fees related to studies at AMU are regulated by Section 58 of the Act.
2. The fee for actions related to an admissions proceeding for all types of academic programmes is 20% of the base set by the Ministry of Education, Youth and Sports (hereinafter the "Ministry") pursuant to Section 58(2) of the Act (hereinafter the "base"). The fee is also paid by foreigners who apply for studies in the Czech language or in programmes taught in a foreign language.
3. If the student is studying in a Bachelor's or Master's programme for a longer period of time than the standard period of studies plus one year, AMU will charge him/her a fee for studies in the amount of four times the base for each six months of studies or part thereof; the period of studies also includes the periods of all previous studies in Bachelor's and Master's programmes not duly completed pursuant to Section 45(3) or Section 46(3) of the Act, except for previous studies after the termination of which the student duly completed an academic programme of the same type. The period during which the student studied in such programmes, or in such programmes and the current programme concurrently, is counted only once for purposes of inclusion in the period of studies. From the overall period of studies thus calculated, however, any recognised period of parental leave is deducted.
4. AMU shall set the amount of the fees related to studies for the following academic year and publish this information in the public part of its website no later than on the last day of the term set for submitting applications for admission.
5. The amount of the fees for studies in academic programmes realised in a foreign languages is determined by the faculty on the basis of a calculation of the real economic costs of the programme in question including demands on pedagogical guidance, provision of creative practical experience, and provision of comprehensive informational and administrative support for the programme. The specific amount of each fee is published on the faculty's public notice board and in the public part of the faculty's website.
6. Fees for above-standard administrative actions are set by a Decree of the Rector.

Article 21

1. The decision on the assessment of a fee for studies pursuant to Section 58(3) of the Act is issued by the Dean of the relevant faculty at least 90 days prior to the due date for payment of the fee. The applicant or student shall pay fees related to studies into AMU's account by pre-set deadlines and in the stipulated manner.
2. The student is entitled to submit a request for a reduction, waiver or deferment of the fee as part of his/her appeal to the Dean's decision to assess a fee for longer studies.

3. Decisions to reduce, waive or defer the fee for studies pursuant to Section 58(3) shall be made by the Rector, usually at the request of the Dean based on principles stipulated in the Act and in an internal regulation.
4. The student must submit an appeal within 30 days from the date on which the decision to assess a fee was communicated to him/her in writing through the Dean and with a statement from the Dean.
5. The student shall formulate an appeal for a reduction, waiver or deferment of the fee by specifying credible and documented reasons, and shall attach to the appeal documents confirming the determinative circumstances for the decision.
6. The Rector shall either grant or deny the appeal, or he/she shall return it as lacking sufficient documentation and shall set a deadline for submitting additional documents. If the appeal is not duly documented by the set deadline, the Rector will deny it.
7. In deciding whether to grant a reduction, waiver or deferment of a fee, the Rector shall consider in particular the student's documented health or social reasons and cases worthy of special consideration.
8. The period during which the student must wait after fulfilling his/her academic obligations for the state final examination, which includes the defence of the Bachelor's or Master's thesis, is not considered a reason for a reduction, waiver or deferment of a fee. The assessed fee must be paid even if studies are terminated.
7. Fees for studies pursuant to Section 58(3) of the Act shall constitute income of the scholarship fund, and their collection shall be decided on by the Rector.

PART ELEVEN Scholarships

Article 22

1. AMU students may be awarded scholarships.
2. The terms and conditions for awarding scholarships are defined by the AMU Scholarship Rules.

PART TWELVE Requirements for International Students

Article 23

1. The admission requirements for international students must allow for fulfilment of obligations under the international agreements by which the Czech Republic is bound.
2. International students shall be admitted according to the same requirements as other students, provided:
 - a) their level of education has been recognised as meeting the level of education required for admission to the relevant programme under Section 48(4) or 48(5) of the Act;
 - b) they have met the requirements stipulated for admission by Section 49(5) of the Act and by the AMU Attendance and Examination Rules.

**PART THIRTEEN
Academic Staff**

Article 24

1. Academic staff are those professors, associate professors, adjunct professors, assistant professors, assistants, lecturers and scientific, research and development staff who are employees of AMU performing pedagogical as well as creative activity in an employment relationship according to an agreed type of work. Academic staff are required to attend to AMU's good name.
2. All positions for academic staff pursuant to paragraph 1 shall be filled on the basis of a formal selection process in accordance with Section 77(1-3) of the Act.
3. The details of the selection process are stipulated by the Rules and Regulations of the Selection Process for Filling AMU Academic Staff Positions.
4. A formal selection process shall be used to fill department head positions and generally also other management positions.
5. Within the scope of their pedagogical activity, academic staff shall in particular:
 - a) participate directly in implementing academic programmes as set out in the AMU Attendance and Examination Rules and the AMU Accreditation Rules, particularly by giving lectures, seminars, exercises, and other forms of instruction, examinations and consultations, including appropriate marking;
 - b) serve as Bachelor's and Master's thesis supervisors and opponents, and as members of examination committees;
 - c) serve as tutors and opponents in doctoral programmes;
 - d) become involved in preparing accreditation files for academic programmes;
 - e) serve as members of the subject councils of doctoral programmes;
 - f) participate in the preparation of new subjects and innovation of existing subjects;
 - g) prepare study materials and documents;
 - h) collaborate with internal reviews of educational and creative activities;
 - i) keep records of their artistic outputs (RUV) or the results of their research, development and innovation activities (RIV), as the case may be, in particular for purposes of evaluating, comparing and reporting on artistic outputs or the results of research, development and innovation, as the case may be.
6. In addition to pedagogical activities, academic staff shall perform creative activities in the areas of art, science, research, development or other creative areas, in particular:
 - a) serving as investigators or co-investigators of artistic, scientific and research projects;
 - b) working in the investigative teams of international, artistic, research or pedagogical projects;
 - c) participating in the realisation of significant artistic or scientific projects;
 - d) participation in committees for habilitations or professorial appointments;
 - e) artistic or publishing activity.

**Article 25
Academic Programme Guarantor**

1. Academic programme guarantors shall be appointed by the Dean of the faculty offering the academic programme in question from among the ranks of the AMU academic staff who meet the requirements stipulated in Section 44(6) of the Act upon nomination by the relevant department head and following approval by the faculty's artistic council; in the case of the

guarantor of an academic programme offered by multiple facilities (departments), such an appointment shall proceed without such a nomination.

2. The detailed requirements which an academic programme guarantor must meet are regulated by Government Regulation No. 274/2016 Coll, on Standards for Accreditation in Higher Education, and by the AMU Accreditation Rules.
3. The guarantor of a doctoral programme shall simultaneously be the chair of the subject council.
4. The guarantor of an academic programme shall submit to the Dean proposals to accredit a programme and proposals to expand or extend the accreditation of a programme, and shall propose changes to programmes in accordance with the AMU Accreditation Rules. Academic programme guarantors shall be responsible for the quality of the relevant academic programme, shall propose study plan changes to department heads, shall conduct in cooperation with department heads regular self-reviews of the programme and shall collaborate with internal reviews of the programme based on the principles specified in the Rules for Internal Review.
5. Academic programme guarantors shall be responsible to the relevant Dean.
6. The Dean may establish a plenum of guarantors as an advisory body (hereinafter "plenum of guarantors"), whose members shall be the guarantors of all academic programmes realised in the faculty. The manner of establishing the plenum of guarantors is anchored in the statutes of the relevant faculty, which also define its relationship to the Dean as well as its powers of ratification, if any, with respect to the structure and content of academic programmes.
7. The plenum of guarantors shall be a platform for deliberation of guarantors in matters concerning in particular common faculty rules for the credit evaluation of subjects, common subjects, the existence and realisation of subjects with a historic-theoretical basis and teacher cooperation among individual academic programmes regarding students' creative outputs.

Article 26

Visiting Professor, Adjunct Professor

1. The designation "visiting professor" shall be conferred upon an employee for the duration of his/her engagement within the scope of a relationship with AMU governed by labour law under the following terms and conditions:
 - a) the description of his/her activities conforms to that of an associate professor or professor at AMU;
 - b) he/she is a professor or associate professor at a different higher education institution in the Czech Republic or abroad, or a recognised foreign artist or expert;
 - c) in the case of an employment relationship, this shall be concluded for a fixed term only.
2. A visiting professor is not a member of the AMU academic community.
3. A visiting professor cannot be an academic programme guarantor.
4. Based on a motion by the artistic council, the faculty may create an adjunct professor position. The designation "adjunct professor" shall be conferred upon an employee for the duration of his/her engagement within the scope of an employment relationship with AMU under the following terms and conditions:
 - a) the description of his/her activities conforms to that of an associate professor or professor at AMU;
 - b) he/she has achieved a position comparable to that of a professor or associate professor abroad, or is a recognised foreign artist or expert who has been engaged in the relevant area of education in practice for at least 20 years;

- c) the employment relationship arose on the basis of a selection process announced by the Dean for the position of adjunct professor.
5. An adjunct professor can be an academic programme guarantor for the duration of his/her engagement at AMU.
6. The position of an adjunct professor can only be filled in the event of a valid institutional accreditation for the specific type of academic programme within the scope of the particular area of education.
7. In the event that AMU should lose its institutional accreditation, an adjunct professor shall become a visiting professor for the duration of the employment contract.

Article 27 Sabbatical Leave

The granting of sabbatical leave to a member of AMU's academic staff is governed by the following principles:

- a) an academic staff member shall address a written request for sabbatical leave to the Dean of the relevant faculty;
- b) the results which the staff member achieves during the sabbatical leave shall form part of his/her assessment.

Article 28

1. The career advancement of academic staff is regulated by the AMU Career Rules and Regulations, which are issued by the Rector in a decree.
2. The procedures in the habilitation process pursuant to Section 72 of the Act and for professorial appointments pursuant to Section 74 of the Act are regulated by the Rules for Habilitation and for Professorial Appointments, which is an AMU internal regulation.

PART FOURTEEN Rules for Using Academic Insignia and Conducting Ceremonies

Article 29

1. Academic insignia are the outward expression of the traditions, rights, freedoms and social standing of the Rector, Vice-Rectors, Deans, and Vice-Deans (hereinafter "academic officers") of AMU and its faculties.
2. AMU's academic insignia are the mace, the chains of office and the gowns.
3. The following persons shall be entitled to wear gowns and to use AMU's other academic insignia for academic ceremonies and extraordinary festive occasions:
 - a) academic officers;
 - b) the Bursar, the Secretaries of faculties, the Chairs of academic senates;
 - c) habilitated academic staff by decision of the Dean, prominent guests and others by decision of the Rector.
4. Holders of the title "Doctor honoris causa" shall be lent gowns and chains of office for the duration of a festive ceremony.
5. Documentation of the academic insignia shall be kept in the Rector's Office and in the Deans' Offices in the faculties.

Article 30

1. AMU's academic ceremonies are in particular matriculations, graduations, the conferring of honorary doctorates, special sessions of the UR AMU and the artistic councils of the faculties,

festive assemblies of the AMU academic community and of the academic communities of the faculties, and inaugurations of Rectors and Deans.

2. Matriculations of students are held with the academic officers in attendance. The wording of the matriculation oath is specified in Appendix No. 2.
3. Bachelor's, Master's, and doctoral graduation ceremonies are held under the auspices of the Rector with the Praelector, the Vice-Rectors, the Deans, the Vice-Deans, the Bursar and the Secretaries in attendance. The wording of the graduation oaths is specified in Appendix No. 2.

Article 31

1. Based on a decision by the UR AMU, AMU shall have the right to confer upon prominent Czech or foreign personages in the arts or sciences, the honorary scholarly title of "Doctor honoris causa", abbreviated "Dr.h.c.", the title following the name.
2. Candidates for the honorary scholarly title "Doctor honoris causa" shall be approved by the UR AMU at the recommendation of the Rector, the Deans, or the Chair of the AS AMU.
3. The recipient of the honorary scholarly title "Doctor honoris causa" shall receive a diploma and the AMU gold medal.

Article 32 Professor Emeritus

1. A professor who has served as a professor in the AMU academic community and is currently not a member of the AMU academic staff may be appointed professor emeritus/emerita. Professors emeriti are appointed by the Rector upon the recommendation of the Dean following approval by the artistic council of the relevant faculty.
2. "Professor emeritus at AMU" is an honorary title which does not constitute membership in the AMU academic community. Professors emeriti shall have the right to participate in AMU activities, and for this purpose to use its information resources and technologies. An appointment as professor emeritus does not constitute the basis for any proprietary claims. Professors emeriti shall have the right to speak at assemblies of members of the academic community.

Article 33

1. AMU awards commemorative medals to academics and prominent Czech or foreign personages who are credited with the development of the arts, science and scholarship.
2. Commemorative medals are awarded by the Rector based on proposals submitted by the Deans after deliberation in the Deans' Committees or in the faculties' artistic councils.
3. Documentation of the commemorative medals awarded shall be kept in the Rector's Office.

PART FIFTEEN Economic Management

Article 34 Management of Assets

Decisions about the management of AMU assets and actions on behalf of AMU in connection with AMU assets shall be the domain of:

- a) the Rector in all matters stipulated in Section 15(1a-d) of the Act;
- b) the Bursar under delegation by the Rector in matters not stipulated in (a), (c) or (d);
- c) a Dean or, in an extent stipulated by a Dean, a Secretary, in matters of assets, with the administration of which he/she has been entrusted, if it concerns:
 - 1.the management of allocated funds;

2. the rental of non-residential premises;
 3. the management of moveable assets the acquisition price of which does not exceed the sum of CZK 2 500 000;
 4. actions in matters related to the due management of entrusted assets;
- d) the main administrative divisions, if it concerns:
1. the management of allocated funds;
 2. the rental of non-residential premises;
 3. the management of moveable assets the acquisition price of which does not exceed the sum of CZK 2 500 000;
 4. actions in matters related to the due management of entrusted assets.

Article 35
AMU Economic Management

1. The rules of AMU's economic management are governed by the provisions of Sections 18-20 of the Act. The details are stipulated in Annex No. 1 to the AMU Statutes – AMU Rules of Economic Management, in the AMU Internal Payroll Regulation and in other AMU internal norms.
2. AMU may, in accordance with the Act, establish foundations or endowment funds, the activities and economic management of which are governed by special legislation.
3. The Rector is responsible to the Minister of Education, Youth and Sports for the sound economic management of AMU assets, for the expedient use of contributions and subsidies from the state budget, and for the settlement of such subsidies with the state budget.

PART SIXTEEN
Common, Interim and Final Provisions

Article 36

1. The following annexes form part of the AMU Statutes:
 - a) Annex No. 1 – AMU Rules of Economic Management;
 - b) Annex No. 2 – Matriculation, Graduation and Doctoral Oaths.
2. AMU uses a round seal with the coat-of-arms of the Czech Republic and the following words: Academy of Performing Arts in Prague. The rules for using the AMU seal are set by a Decree of the Rector.

Article 37
Official Noticeboard

1. AMU and each faculty shall have their own official noticeboard.
2. An official noticeboard must be legibly labelled and situated in a place which is always accessible in the building of the Rector's Office, or in the building of the Dean's Office in the case of a faculty noticeboard.
3. On the official noticeboard, documents shall be displayed in accordance with Act No. 500/2004 Coll., Code of Administrative Procedure, as amended, and the Act.
4. Documents displayed on the official noticeboard shall also be required to be published in the public part of the AMU website or of the faculty website.

Article 38

1. The term of office of the current members of the UR AMU, in accordance with Article 6(5), shall begin as of 1 October 2019.
2. Should any provision of an AMU internal regulation, faculty internal regulation, AMU internal norm or faculty internal norm be in conflict with legislation or with these Statutes, such provision shall be rendered ineffective and a relevant provision of these Statutes or of legislation shall be used instead.
3. The AMU Statutes registered by the Ministry on 21 December 2016 under reference number MSMT- 38486/2016 shall be abolished.
4. These Statutes, other internal regulations and internal norms of AMU and of parts of AMU shall be kept in the AMU Rector's Office, in the offices of the AMU faculty Deans and in the AMU faculty libraries, and shall be published on www.amu.cz.
5. These Statutes were approved in accordance with Section 9(1b), point 3, of the Act by the AS AMU on 11 March 2019.
6. These Statutes shall become valid under Section 36(4) of the Act on the date of their registration by the Ministry.

doc. Jan Hančil, m.p.
Rector

AMU RULES OF ECONOMIC MANAGEMENT

**PART ONE
Introductory Provisions**

**Article 1
Common Provisions**

1. AMU owns assets necessary to perform the activities for which it was established. AMU's assets are immovables and movables, residential and non-residential premises, rights and other assets.
2. Decisions about the management of AMU's assets shall be made pursuant to Article 34 of the AMU Statutes.
3. The terms and conditions of contributions and subsidies from the state budget under Section 18 of the Act, and their use and accounting, are governed by special legislation on the management of state budget funds and are accountable on the relevant dates through the Ministry.
4. For the elaboration of the final accounts of the education section, the Ministry is entitled to ask AMU for records on the use of contributions, subsidies and investment transfers from the state budget.

**PART TWO
Rules for the Administration of AMU Assets**

**Article 2
Acquisition of Assets**

1. AMU can acquire assets necessary to perform the tasks of educational, artistic, scholarly, research, development and other creative activity, as well as supplementary activity.
2. AMU may acquire assets not specified in paragraph 1 only if the fulfilment of the tasks of educational, artistic, scholarly, research, development and other creative activity will not be threatened or restricted as a consequence of the expenses incurred for their administration.

**Article 3
Basic Duties in Administering Assets**

1. AMU's assets must be ascertained, listed, appraised and kept on file in the prescribed manner.
2. Tangible and intangible assets must be duly maintained and repaired as required, duly used to perform the tasks specified in Article 2(1), and protected, including through legal recourse against persons who have encroached upon AMU's exercise of proprietary rights, who have caused damage to AMU's assets, or who have unjustly enriched themselves at the expense of AMU.
3. The obligation to seek legal recourse to protect assets does not extend to the collection of receivables up to CZK 1 000, or if there is reasonable concern that the costs of seeking legal recourse would exceed the amount of the receivable being collected, or if the result of seeking legal recourse is markedly uncertain. If a receivable exceeds CZK 50 000, the matter shall be decided by the Rector; if it exceeds CZK 200 000, the Rector shall seek the opinion of the AS AMU. For these purposes, multiple receivables for fees related to studies at a given faculty for an individual student shall be considered cumulatively.

Article 4 Budgetary Coverage of Expenditures

AMU's expenditures in connection with the acquisition and administration of assets must be covered by the budget. In the case of regular economic management, an exception to the rule that expenditures must be covered by the budget can be permitted by a person authorised to manage assets under Article 34 of the AMU Statutes. The total sum of such permitted exceptions during the current calendar year may not exceed one-sixth of the amount allocated by the budget for expenditures of the given type and to the given AMU division for the current calendar year. In the case of repairing the consequences of a natural disaster or other extraordinary events, an exception to the rule that expenditures must be covered by the budget can be granted by the Rector, or by the Bursar if so authorised by the Rector.

Article 5 Inalienable Assets

1. AMU's inalienable assets are:
 - a) the so-called Kokořovský palác (parc. no. 124, which includes bldg. no. 223 – civic edifice located in the Staré Město cadastral territory, municipality of Prague, registered on LV 154 at the Cadastral Office for the Capital City of Prague, Cadastral Facility Prague),
 - b) the premises at Malostranské náměstí and ul. Tržiště: the so-called Lichtenštejnský palác and Hartigovský palác, and the so-called Wienwurmůvský dům (i.e. parc. no. 19, which includes bldg. no. 259 – civic edifice, parc. no. 68, which includes bldg. no. 258 – other edifice, parc. no. 69, which includes bldg. no. 302 – other edifice, and parc. no. 70, all located in the Malá Strana cadastral territory, municipality of Prague, registered on LV 211 at the Cadastral Office for the Capital City of Prague, Cadastral Facility Prague),
 - c) the so-called Palác Lažanských (parc. no. 264, which includes bldg. no. 1012 – civic edifice located in the Staré Město cadastral territory, municipality of Prague, registered on LV 154 at the Cadastral Office for the Capital City of Prague, Cadastral Facility Prague),
 - d) the Studio FAMU building (parc. no. 339, which includes bldg. no. 1205 – civic edifice located in the Nové Město cadastral territory, municipality of Prague, registered on LV 172 at the Cadastral Office for the Capital City of Prague, Cadastral Facility Prague),
 - e) the academic insignia of AMU and its faculties;
 - f) the rights to the “AMU” trademark.
2. Inalienable assets may not be transferred to another legal or natural person.

Article 6 Administration of Assets

1. The administration of assets shall be entrusted to the faculties and other divisions in an extent commensurate with their participation in AMU's educational, artistic, scholarly, research, development and other creative activity, as well as its supplementary activity.
2. The entrusting of the administration of assets pursuant to paragraph 1 and changes shall be decided by the Rector. If there is any doubt about which AMU division or divisions the administration of a given asset has been entrusted to, the Rector shall decide after consultation with the AS AMU.
3. Records shall be kept of assets entrusted to AMU faculties and other divisions by the individual AMU divisions.

Article 7 Entrusting Assets to Employees and Students

1. AMU assets can be entrusted to its employees in accordance with special legislation.

2. AMU assets can be entrusted to AMU students on a contractual basis.
3. Decisions about whether to entrust assets per paragraphs 1 and 2 shall be made by the person specified in Article 34 of the AMU Statutes, unless the matter concerns regular use in connection with the performance of work, studies or accommodation in the AMU Residence Hall and Learning Centre.
4. Separate records shall be kept for assets entrusted to employees and students.

**Article 8
Use of Assets by Other Persons**

AMU assets may be relinquished for use to a natural or legal person other than the person stipulated in Article 7 provided this does not threaten or restrict activities under Article 2, and provided AMU itself cannot use these assets to greater or equal advantage.

**PART THREE
Financial Management**

**Article 9
AMU Budget**

1. AMU shall draw up its budget for the current calendar year, and shall manage its finances according to that budget.
2. The AMU budget may not be drawn up as a deficit budget. The budget shall be approved by the AS AMU. The budget shall be drawn up in the area of expenses and revenues for all AMU activities. The initial indicators for drawing up the budget are contributions and subsidies from the state budget, contractually based grants, projects and other AMU incomes under Article 10. The budget can be adjusted during the current calendar year.
3. AMU shall perform an accounting of its economic management after the end of the current calendar year, and shall present it to the Ministry.

**Article 10
AMU Incomes**

1. The financial resources to secure AMU's non-investment activities are in particular:
 - a) contributions and subsidies from the state budget;
 - b) fees related to studies;
 - c) revenues from assets;
 - d) other incomes from the state budget, state funds, municipal budgets and EU budgets;
 - e) revenues from supplementary activity including incomes for elaborating expert opinions;
 - f) incomes from gifts and bequests;
 - g) incomes from foundations and endowment funds;
 - h) pooled funds of other legal and natural persons;
 - i) resources from AMU financial funds;
 - j) operational loans;
 - k) incomes for accommodation within the scope of educational, artistic, scientific, research, development and other creative activities (hereinafter "main activities").
 - l) incomes from public appearances by students and employees (theatrical performances and film screenings, concerts, exhibitions) as part of the main activities.
2. Financial resources to secure AMU's investment activity are obtained from:

- a) individual and systemic capital transfers from the state budget;
- b) contributions or subsidies from the state budget;
- c) public budgets, state funds and EU budgets;
- d) its own resources from the capital assets replacement fund;
- e) pooled funds with other legal and natural persons;
- f) loans from financial institutions;
- g) monetary gifts earmarked for investments in fixed assets;
- h) other sources.

Article 11
Contributions and Subsidies from the State Budget

1. AMU is entitled to a contribution from the state budget under Section 18 of the Act. Funding from the state budget shall be used only to finance the activities for which AMU was established.
2. Pursuant to Section 20(6) of the Act, the Rector shall be responsible to the Minister of Education, Youth and Sports for the expedient use of contributions and subsidies from the state budget, and for the settlement of such contributions and subsidies.

Article 12
Fees Related to Studies

1. Fees are regulated by Articles 20 and 21 of the AMU Statutes. With the exception of the fees specified in Section 58(4) of the Act, fees for studies shall constitute income of the relevant faculty's scholarship fund. Fees for actions related to an admissions proceeding shall constitute income of the main activity of AMU faculty budgets.
2. Fees for studies in academic programmes realised in a foreign language under Section 58(4) of the Act shall constitute income of the main activity of faculty budgets.
3. General rules and regulations on fees do not apply to fees related to studies.

Article 13
Revenues from Assets

1. Revenues from rents shall constitute income in particular from supplementary activity.
2. Revenues from the sale of moveable assets, for assets with an acquisition price of up to CZK 40 000 per unit, or a residual price for tangible fixed assets and intangible fixed assets up to CZK 50 000 per unit, shall constitute income of the faculty budgets and of other AMU divisions.
3. Revenues from the sale of moveable assets in excess of the limits stipulated in paragraph 2 shall constitute income of the AMU budget.
4. Revenues from the sale of moveable assets acquired under grants and gifts shall constitute income of the budget of the relevant faculty or division. Revenues from the sale of immovable assets shall constitute income of the AMU budget.
5. Revenues from financial investments (in particular the interest on term deposits) shall constitute income from AMU supplementary activity.

Article 14
Other Incomes from the State Budget, State Funds and Municipal Budgets

Other incomes from the state budget, state funds and municipal budgets are considered income from AMU's main or supplementary activity depending on their character, and are subject to the terms and conditions of accounting under special legislation or arrangements.

Article 15
Revenues from Supplementary Activity

1. In its supplementary activity, AMU performs for a consideration work related to its main activity or to activity serving the more effective use of human resources and assets. Supplementary activity is regulated by the Bursar's guidelines on supplementary activity.
2. Earnings from supplementary activity serve to enhance the quality and improve the conditions for AMU's main activity.

Article 16
Other Incomes

1. Incomes from gifts and bequests and incomes from foundations are considered incomes of the component budgets of the faculties and other divisions, if this follows from the terms and conditions of a contract. Their use and accounting are governed by special legislation, including tax regulations at internal and other AMU regulations.
2. Revenues from insurance claims are considered the income of AMU.
3. Loans for operations shall be negotiated on behalf of AMU by the Rector or the Bursar according to a decision by the Rector on the basis of a justifiable need, and following approval by the AS AMU.
4. Incomes from accommodation as part of the main activity are considered income from the main activity and the budget of the relevant division.
5. Incomes from public appearances by AMU students and employees as part of AMU's main activity are considered revenues of the main activity and of budgets of faculties and divisions. The same applies to revenues for the realisation of student performances outside AMU which emerged within the scope of instruction in the main activity, in particular at festivals.
6. Revenues from the main activity, with the exception of targeted gifts and other targeted incomes, which are subject to special accounting rules (in particular foundation grants, grants from the Ministry of Culture, and contributions from municipalities) are considered a source of the AMU budget. On the basis of these revenues, the budgets of the individual divisions of AMU (the faculties and the other divisions, including the AMU budget) can be adjusted (increased) during the current calendar year. Requests to increase a budget are decided by the Rector or the Bursar.
7. After the close of the annual accounting period, all revenues in the main activity and the supplementary activity (after deducting expenses) shall be taxed, and the after-tax profits shall be transferred to the AMU funds only if losses from previous years have been covered.

Article 17
Creation and Use of Financial Funds

The creation and use of AMU funds are governed by the Act.

Article 18
Establishment of Funds

Under Section 18(6) of the Act, the following funds are established at AMU:

- a) the reserve fund intended in particular to cover losses in subsequent accounting periods;
- b) the capital assets replacement fund;
- c) the scholarship fund;
- d) the remunerations fund;
- e) the special-purpose fund;
- f) the social fund;

- g) the operating fund.

Article 19
Use of Funds

1. The reserve fund, intended in particular to cover losses in subsequent accounting periods, is a financial fund, the source of which is the after-tax profit remaining after distribution to the other funds specified in Article 18(b, d and g).
2. The capital assets replacement fund is a financial fund formed from:
 - a) the balance of the contribution from the state budget under Section 18(2a) of the Act as of 31 December of the current year;
 - b) depreciation of intangible and tangible assets;³
 - c) an allocation of after-tax profits up to 60% of the volume of after-tax earnings.

The fund's resources can be used:

- a) for investment activity including the purchase of fixed assets;
 - b) as a supplementary resource for financing repairs and maintenance to cover investment needs.
3. The scholarship fund is a financial fund whose sources are:
 - a) fees for studies under Section 58(6) of the Act;
 - b) transfers of tax-deductible expenses under special legislation.

Resources provided to AMU for scholarships as part of a contribution or subsidy from the state budget shall not constitute a source of the scholarship fund. These resources are the object of settlement with the state budget.

Resources of the scholarship fund can be used to pay out scholarships pursuant to the AMU Scholarship Rules or to a Decree of the Dean.

4. The remunerations fund is a financial fund whose resources are allocations from after-tax profit, but no greater than 25% of the volume of the wage funds paid out in the given period. Resources from the remunerations fund can be used for paying out remunerations and related statutory payments in accordance with the AMU Internal Payroll Regulation. Neither wage expenses and statutory payments relating to the base salaries and premiums of employees in an employment relationship nor expenses arising from Agreements on Work Activity (DPČ), Agreements to Perform Work (DPP) or other contracts can be paid from the remunerations fund.
5. The special-purpose fund is a financial fund whose sources are:
 - a) special-purpose earmarked monetary gifts, with the exception of gifts intended for the acquisition and technical improvement of fixed assets;
 - b) special-purpose earmarked funds from foreign sources;
 - c) special-purpose earmarked public funds, including funds of special-purpose and institutional support for research and development from public funds, which could not be used by AMU in the budget year in which they were provided, up to 5% of the volume of special-purpose earmarked public funds provided for individual research and development projects or research projects in the given calendar year; in the event of other support from public funds, up to 5% of the total volume of such support provided in the calendar year; AMU shall report the transfer of special-purpose earmarked funds in writing to their provider. Resources from the special-purpose fund can only be used for the purpose for which they were provided.

³ Act No. 586/1992 Coll., on Income Tax, as amended.

6. The social fund is created under Section 18(12) of the Act. Resources from the social fund can be used in particular for contributions to pension insurance and supplementary pension insurance, and for the provision of interest-free loans to AMU employees in social need. The balance of the fund can further be used for AMU's contribution to the alimentation of employees.
7. The operating fund is a financial fund whose sources are:
 - a) the balance of the contribution from the state budget under Section 18(2a) of the Act as of 31 December of the current year;
 - b) allocations of after-tax profits up to 35% of the volume of after-tax earnings.Resources from the operating fund can be used in particular to support accredited programmes of study.
8. The balances of funds as of 31 December of the current year are transferred to the following budgetary year.
9. Resources can be transferred among the funds stipulated in Article 18(b, d and g) on the basis of a justified request by a faculty or other part of AMU with the prior approval of the AMU Rector's College. The minimum sum of such a transfer shall amount to CZK 100,000.

PART FOUR Auditing Activity

Article 20 Financial Auditing of Faculties and Other Divisions

1. Financial auditing of faculties and other divisions shall be performed by the AMU Internal Audit Department.
2. Auditing per paragraph 1 shall be performed periodically as a preventive measure or based on the results of AMU's economic management following a decision by the Rector.
3. The Secretary of the faculty and the heads of other divisions shall be responsible for ensuring that all documents are presented for inspection and that no information has been concealed.
4. The responsible employees of the faculties and other divisions shall be required to provide to the employees of the audit department the requested documents and written statements.

PART FIVE Common Provisions

Article 21 Other AMU Regulations on Economic Management

For purposes of directing economic activity within AMU and in connection with these rules, the Rector or the Bursar shall issue in particular these additional AMU regulations:

- a) signing authority and signature specimens;
- b) the circulation of accounting documents;
- c) the appraisal of assets;
- d) records of small tangible fixed assets;
- e) supplementary activity;
- f) the definition of numerical series for documents;
- g) the creation, storage and archiving of accounting records;
- h) accruals and deferrals;
- i) the creation of reserves;

- j) stocktaking;
- k) the account schedule and accounting procedures;
- l) the financing of special-purpose facilities;
- m) reimbursements for travel;
- n) the administration of assets;
- o) the schedule of financial statements.

Article 22

1. The financial statement for the current calendar year shall be prepared in accordance with general regulations on accounting,⁴ by the deadlines and in the extent prescribed by the Ministry.

⁴ Act No. 563/1991 Coll., on Accounting, as amended, Decree of the Ministry of Finance Act No. 563/1991 Coll., on Accounting, as amended; Ministry of Finance Decree No. 504/2002 Coll., which implements certain provisions of Act No. 563/1991 Coll., on Accounting, as amended, Czech Accounting Standards for accounting entities whose main subject of activity is not business, provided they use double-entry accounting, as amended; Czech Accounting Standards for accounting entities operating under Decree No. 504/2002 Coll., as amended.

**Annex No. 2
to the AMU Statutes**

**MATRICULATION OATH OF A STUDENT
ACADEMY OF PERFORMING ARTS IN PRAGUE**

I solemnly undertake to fulfil my duties conscientiously, virtuously and honestly, and to exercise the rights of a student the Academy of Performing Arts in Prague. I promise to respect the humanistic and artistic tradition of the Academy of Performing Arts in Prague. As a member of its academic community, I shall conduct myself in accordance with the statutes of the Academy and attend to its good name. I promise to study, behave, and conduct my life in such a way so as to achieve the best results in my art, in my morals, and in my life.

**BACHELOR'S OATH OF A STUDENT
ACADEMY OF PERFORMING ARTS IN PRAGUE**

Dear graduands, you have successfully passed the examinations required of those who wish to gain the degree of Bachelor of Arts. You have come before us with the desire to be awarded the degree whose courses you have pursued. Before that takes place in this solemn gathering, however, you must take an oath in which you promise to live and behave in the way that this degree obliges you to, and as the Academy of Performing Arts in Prague requires and expects of you. These are the words of your oath:

I solemnly promise to keep in grateful memory the Academy of Performing Arts in Prague, its noble endeavours and mission. I promise to use and develop what I have learnt in the humanistic tradition of the Academy of Performing Arts in Prague for my future artistic and professional growth, and to the benefit of society as a whole and its culture.

That was your oath.

Upon those who have by a handshake and the words "I promise" reaffirmed this oath, His/Her Magnificence the Rector can now freely confer the degree of BACHELOR OF ARTS. With the power vested in my office as the conferrer of degrees, I hereby publicly declare you BACHELORS OF ARTS and grant you all the rights of Bachelors of Arts, and shall have you given university diplomas of the Academy of Performing Arts in Prague in confirmation hereof.

**MASTER'S OATH OF A STUDENT
ACADEMY OF PERFORMING ARTS IN PRAGUE**

Dear graduands, you have successfully passed the examinations required of those who wish to gain the degree of Master of Arts. You have come before us with the desire to be awarded the degree whose courses you have pursued. Before that takes place in this solemn gathering, however, you must take an oath in which you promise to live and behave in the way that this degree obliges you to, and as the Academy of Performing Arts in Prague requires and expects of you. These are the words of your oath:

I solemnly promise that I shall not sully the academic title of Master of Arts morally or artistically, and that I am bound by it to the development of moral and artistic responsibility. I promise to keep in grateful memory the Academy of Performing Arts in Prague, whose mission as a student I accepted as my own. I promise to develop what I have learnt at the Academy of Performing Arts in Prague for my future growth to the benefit of society as a whole and its culture.

That was your oath.

Upon those who have by a handshake and the words "I promise" reaffirmed this oath, His/Her Magnificence the Rector can now freely confer the degree of MASTER OF ARTS. With the power vested in my office as the conferrer of degrees, I hereby publicly declare you MASTERS OF ARTS and grant you all the rights of Masters of Arts, and shall have you given university diplomas of the Academy of Performing Arts in Prague in confirmation hereof.

**DOCTORAL OATH OF A STUDENT
ACADEMY OF PERFORMING ARTS IN PRAGUE**

Dear doctorands, you have successfully passed the examinations required of those who wish to receive the degree of Doctor of Philosophy at the Academy of Performing Arts in Prague. You have come before us with the desire to be awarded the degree whose courses you have pursued. Before that takes place in this solemn gathering, however, you must take an oath in which you promise to live and behave in the way that this degree obliges you to, and as the Academy of Performing Arts in Prague requires and expects of you. These are the words of your oath:

I solemnly promise that I shall not sully, morally or artistically, the academic title of Doctor of Philosophy which is being conferred upon me today, and the purpose of which I shall apply to my life and work for what is truthful and beautiful. I promise to keep in grateful memory the Academy of Performing Arts in Prague, its purpose and goals. I promise to develop what I have learnt in the humanistic tradition of the Academy of Performing Arts in Prague for my future artistic and professional growth, and not only for myself, but to the benefit of society as a whole, its culture and ethical foundations.

That was your oath.

Upon those who have by a handshake and the words "I promise" reaffirmed this oath, His/Her Magnificence the Rector can now freely confer the degree of DOCTOR OF PHILOSOPHY. With the power vested in my office as the conferrer of degrees, I hereby publicly declare you DOCTORS OF PHILOSOPHY and grant you all the rights of Doctors of Philosophy, and shall have you given university diplomas of the Academy of Performing Arts in Prague in confirmation hereof.